

Stage 1 Equality Impact Assessment – Initial Screening

Assessor(s) Name(s):	Steve Apter – Chief Fire Officer Graham Orchard – Lead Officer for WFD and E&D (Fire Service)
Directorate:	Economy and Environment
Date of Completion:	22 May 2012

Name of Policy

Integrated Risk Management Plan 2012 - 2015

The Aims, Objectives and Expected Outcomes:

The Integrated Risk Management Plan (IRMP) outlines the Isle of Wight Fire and Rescue Service (IWF&RS) objectives for the next three years to meet its aim of ensuring communities feel safer.

The service areas are:

- Fire fighting
- Protection of people and property from fire
- Fire safety promotion
- Road traffic collision rescues
- Other emergency responses to civil emergencies

The IRMP ensures compliance to the following:

- Fire and Rescue Services Act 2004
- National Framework for Fire and Rescue Authorities
- Regulatory Reform (Fire Safety) Order 2005
- Civil Contingencies Act 2004
- Localism Act 2011
- The Equality Act 2010

Outcomes of the successful implementation of the IRMP are to:

- Respond safely and quickly when called
- Work in a fully integrated way across a range of partnerships
- Manage risk within our communities

Service objectives:

- **Save lives and reduce injuries**
- **Protect the natural and built environment**
- **Competent and healthy workforce**
- **Community prevention and protection**
- **Emergency responses**

Undertaking the EIA enables us to take account of The Equality Act 2010, which replaced previous anti-discrimination laws with a single Act. The public sector Equality Duty came into force on 5 April 2011 and applies to public bodies and others carrying out public functions. It supports good decision-making by ensuring public bodies consider how different people will be affected by their activities, helping them to deliver policies and services which are efficient and effective; accessible to all; and which meet different people's needs.

The Equality Duty is supported by specific duties, set out in regulations which came into force on 10 September 2011. The specific duties require public bodies to publish relevant, proportionate information demonstrating their compliance with the Equality Duty; and to set themselves specific, measurable equality objectives.

Publishing relevant equality information will make public bodies transparent about their decision-making processes, and accountable to their service users. It will give the public the information they need to hold public bodies to account for their performance.

The IRMP and the consultation process is our method of achieving the above.

Please delete as appropriate:

- This is a revised summary for the IRMP consultation process

Key Questions to Consider in Assessing Potential Impact

Will the policy, strategy, service or council function proposal have a negative impact on any of the protected characteristics or other reasons that are relevant issues for the local community and/or staff?	No
Has previous consultation identified this issue as important or highlighted negative impact and/or we have created a “legitimate expectation” for consultation to take place? A legitimate expectation may be created when we have consulted on similar issues in the past or if we have ever given an indication that we would consult in such situations	Yes
Do different groups of people within the local community have different needs or experiences in the area this issue relates to?	Yes
Could the aims of these proposals be in conflict with the council’s general duty to pay due regard to the need to eliminate discrimination, advance equality of opportunity and to foster good relations between people who share a protected characteristic and people who do not?	No
Will the proposal have a significant effect on how services or a council function/s is/are delivered?	No
Will the proposal have a significant effect on how other organisations operate?	No
Does the proposal involve a significant commitment of resources?	No
Does the proposal relate to an area where there are known inequalities?	Yes

If you answer **Yes** to any of these questions, it will be necessary for you to proceed to a full Equality Impact Assessment after you have completed the rest of this initial screening form.

If you answer **No** to all of these questions, please provide appropriate evidence using the table below and complete the evidence considerations box and obtain sign off from your Head of Service.

Protected Characteristics	Positive	Negative	No impact	Reasons
Age	<input checked="" type="checkbox"/>			<p>The IRMP has a positive impact as it particularly addresses the needs of all age groups, in particular older people and younger people, who receive fire safety and road safety awareness training. Home fire safety along with community fire safety activities are inclusive within the IRMP aims and objectives.</p> <p>Working together and in partnership with other public sector agencies, we are able to identify where there are potential risks of fire, poor living standards and public health issues through attending incidents, carrying out home fire safety visits or by referral from those we work with. The IRMP reinforces this work across each of the protected characteristics.</p>
Disability	<input checked="" type="checkbox"/>			<p>IRMP processes provide the opportunity to work in partnership with other Island agencies to identify vulnerable groups including those with disabilities. This enables the IWF&RS to operate a proactive approach to ensuring the safety of the most vulnerable in our society.</p> <p>Working together and in partnership with other public sector agencies, we are able to identify where there are potential risks of fire, poor living standards and public health issues through attending incidents, carrying out home fire safety visits or by referral from those we work with. The IRMP reinforces this work across each of the protected characteristics.</p>
Gender Reassignment			<input checked="" type="checkbox"/>	<p>The IRMP will not have any impact on these protected characteristics as the IRMP takes account of the needs of those most at risk and vulnerable in our communities.</p>
Marriage & Civil Partnership			<input checked="" type="checkbox"/>	
Pregnancy & Maternity			<input checked="" type="checkbox"/>	
Race			<input checked="" type="checkbox"/>	
Religion / Belief			<input checked="" type="checkbox"/>	

Sex (male / female)			<input checked="" type="checkbox"/>	
Sexual Orientation			<input checked="" type="checkbox"/>	<p>The risks include:</p> <ul style="list-style-type: none"> ▪ Fire fighting ▪ Protection of people and property from fire ▪ Fire safety promotion ▪ Road traffic collision rescues ▪ Other emergency responses to civil emergencies <p>Working together and in partnership with other public sector agencies, we are able to identify where there are potential risks of fire, poor living standards and public health issues through attending incidents, carrying out home fire safety visits or by referral from those we work with. The IRMP reinforces this work across each of the protected characteristics.</p>

Are there aspects of the proposal that contribute to or improve the opportunity for equality?	Yes
<p>The understanding of risk underpins all aspects of service delivery in the Isle of Wight Fire and Rescue Service. Risk analysis and an understanding of how risk is changing along with the sharing of risk data with our partners, allows us to produce community risk profiles that can be used to drive our response, prevention and protection activities.</p> <p>To be an effective Fire and Rescue Service we need to understand our communities and by working closely with other council service areas including community wellbeing and social care, children and young people services, economy and environment as well as partner agencies including the police, Isle of Wight Primary Care Trust and others, we are better able to understand the key risks they face.</p> <p>The key activities within the IRMP are how we intend to reduce the risks we have identified. Consultation on the IRMP will give us the opportunity to engage with local communities and local stakeholders around the actions that we have proposed in the IRMP. This will be a key part of ensuring that we are addressing the needs of the whole community.</p>	

Evidence Considered During Screening

- SMT meetings
- DMT meetings
- Reports to Cabinet
- Media
- Previous IRMP 2009-14
- EIA for previous IRMP 2009-14
- Focus Group Meeting for previous IRMP
- Councillor meetings
- Regional and national discussions
- Discussions with Rep. Bodies

Head of Service Sign off:

Advice sought from Legal
Services (Name)

Date

A signed version is to be kept by your team and also an electronic version should be published on the council's website (follow the link from the EIA page on the intranet)

Stage 2 Full Equality Impact Assessment

Assessor(s)Name(s):	
Directorate:	
Date of Completion:	To be completed after the end of the consultation period

Name of Policy/Strategy/Service/Function Proposal

Integrated Risk Management Plan 2012 - 2015

The Aims, Objectives and Expected Outcomes:

The Isle of Wight Fire and Rescue Service have identified eight key activities that will populate the business plan. These activities are all linked to improving the service delivery and driving down the risk to the community.

8.2.1 Key activity one – Develop a wildfire strategy

Need – With the known environmental changes and in particular the decrease in rainfall the service needs to review how it deals with the risk from forest and field fires (wildfires).

Planned improvements – The service will consult with the wider fire community to identify ‘best practice’ with dealing with wildfires. This will involve a review of current operational equipment with the objective of ensuring we have the most efficient means of controlling and preventing wildfires. This activity will result in a strategy that reflects local risk aligned with national best practice and will be in place by March 2013.

8.2.2 Key activity two – Review workforce development strategy

Need – To ensure that the service is developing its workforce in line with the risk that it has to manage within the community it serves.

Planned improvements – We intend to review the whole workforce development to ensure that we have the right people with the right skills sets within the organisation. This will involve a review of our succession planning process and our training needs analysis framework. A key part of our ‘workforce development strategy’ will identify how we review and monitor the quality of training; particularly its effect on how we deal with operational incidents. As part of this integrated risk management plan we will review our incident monitoring policy, including a review of the availability of duty officers to quality assure operations.

8.2.3 Key activity three – LIFE Plus

Need – Through the Community Safety Partnership an issue has been highlighted around the area of young people falling into the ‘Not in Education, Employment or Training’ (NEET) category.

Planned improvements – The Community Safety Partnership has authorised a project that involves taking the current LIFE course and using it as a starting point for a more protracted development track for young people who are showing the signs and behaviours of becoming NEETs. As it is the case that the Isle of Wight Fire and Rescue Service is responsible for delivering the LIFE course, it has been decided that we will manage the project.

8.2.4 Key activity four – Technical fire safety enforcement re-inspection programme

Need – The Isle of Wight Fire and Rescue service has a statutory duty to ensure that business owners are compliant to the fire safety guidance within the Regulatory Reform Order.

Planned improvements - The central technical fire safety team will be supported by operational crews from both Newport and Ryde wholetime stations to deliver targeted fire safety audits. This capacity is being developed throughout 2012 to ensure that more premises are visited and inspected against the Regulatory Reform (Fire Safety) Order 2005 once training has been completed.

8.2.5 Key activity five - Review of retained duty system

Need - Review current retained duty system with the objective of moving them over to a pay based system as per the grey book (120hrs) and how operational resilience can be improved.

Planned improvements – We intend to run a pilot scheme this year involving a number of retained duty system stations with the objective of moving them over to a structured pay process based on the hours they are available.

8.2.6 Key activity six – Develop a new response strategy

Need – The ability of the service to be able to respond to emergencies when they occur with trained fire crews, the right equipment in the most efficient manner is a priority.

Planned improvements – We are going to review existing response standards and draft a new response strategy which will analyse the effect of the new appliances and equipment we have procured and how they are distributed around our community. The issue of dynamic mobilising will also be reviewed.

8.2.7 Key activity seven - Transfer Service headquarters

Need – Due to a review of the Isle of Wight Council’s building assets, the decision has been made to move service headquarters from its current location to the fire station at Newport.

Planned improvements – With the contractors appointed, refurbishment work will start in June 2012 with a planned move for September 2012.

8.2.8 Key activity eight - Transfer fire control centre

Need – With the demise of the national Regional Control Centre project the Isle of Wight Fire and Rescue Service carried out a review of its emergency mobilising options. Considering the age of its existing mobilising equipment and the fact that we were working in partnership with Surrey Fire and Rescue Service over the data management of our mobile data terminals, the recommendation was made to transfer the management of emergency calls and emergency mobilising to Surrey Fire and Rescue Service. The fire authority accepted the recommendation.

Planned improvements – For the coming financial year we will move into phase two of the transfer of fire control project. This will involve a new command room to support major incidents and improve linkages to other Island emergency services. This will be situated at Newport fire station and be linked to the transfer of service headquarters. We are going to scope out the requirements for an improved mobile command unit with the objective of facilitating the better use of mobile data. Working with Surrey Fire and Rescue Service we are going to look into the feasibility of the installation of new mobile data terminals across the vehicle fleet to provide crews with more accurate and timely information. We are also going to scope out the use of the 'Airwave' network, which is the Governments multi agency digital radio and data network, to mobilise and deploy crews to incidents in a more dynamic and efficient manner.

Further information to be included following the end of the consultation process

Please delete as appropriate:

- This is a new policy/strategy/service/council function proposal
- This is a proposed change/review to/removal of an existing policy/strategy/service/council function (*check whether the original decision was equality impact assessed*)

Scope of the Equality Impact Assessment

Include any links to a previous equality impact assessment or work delivered by another Directorate/service or partner organisation. Describe the approach to be taken in data collection, stakeholder involvement and state who the stakeholders are.

Establish your monitoring and review arrangements.

Sources of evidence may include:

- *Service monitoring reports including equality monitoring data*
- *User feedback*
- *Population data – IW Facts and Figures (add link)*
- *Complaints data*
- *Published research, local or national*
- *Feedback from consultations and focus groups*
- *Feedback from individuals or organisations, other council departments, partner organisations etc*

Set out any data gaps that may need to be addressed and how you plan to address them and include in your action plan.

Analysis and assessment

Given the available information, what is the actual or likely impact on minority, disadvantaged, vulnerable and socially excluded groups? Is this impact positive or negative or a mixture of both? In particular set out how the council as a public body has met its duty to pay regard to eliminate unlawful discrimination, harassment and victimisation and advance the equality of opportunity and to foster good relations between people who share a protected characteristic and people who do not.

Detail what concerns were identified during any consultation exercises together with any positive impact that has been identified and how this can be promoted or enhanced. Are there any concerns from consultation and data gathering that have not been taken on board, if so, please justify and explain the reason for this.

Does the proposal have the potential to cause unlawful discrimination (for example is it possible that the proposal may exclude certain groups of people from obtaining services or limit their participation in any aspect of public life?)

Set out in light of the consultation and data gathering what changes, if any you will make to the proposal

What can be done to reduce the effects of any negative impacts? Where negative impact cannot be completely diminished, can this be justified and is it lawful?

Recommendations

Please summarise the main recommendations arising from the assessment. If it is not possible to diminish negative impacts to an acceptable or even a lawful level the recommendation should be that the proposal or the relevant part of it should not proceed.

Action/Improvement Plan

The table below should be completed using the information from your equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Remove or 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

Area of impact	Is there evidence of negative positive or no impact?	Could this lead to adverse impact and if so why?	Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group or any other reason?	Please detail what measures or changes you will put in place to remedy any identified impact (NB: please make sure that you include actions to improve all areas of impact whether negative, neutral or positive)
Age				
Disability				
Gender Reassignment				
Marriage & Civil Partnership				
Pregnancy & Maternity				
Race				
Religion / Belief				
Sex (male or female)				

Area of impact	Is there evidence of negative positive or no impact?	Could this lead to adverse impact and if so why?	Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group or any other reason?	Please detail what measures or changes you will put in place to remedy any identified impact (NB: please make sure that you include actions to improve all areas of impact whether negative, neutral or positive)
Sexual Orientation				
HR & workforce issues				
Human Rights implications if relevant				
<p>Please remember - actions should have SMART targets and be reported to the Diversity Board (this should be done via your Directorate representative) and incorporated into your service/team Plans and/or objectives of key staff</p>				

Summary	
Date of Assessment:	
Signed off by Head of Service/Director	
Review date	
Date published	

<i>Publishing checklist</i>	Yes	No
<ul style="list-style-type: none"> • <i>Plain English – will your EIA make sense to the public?</i> • <i>Acronyms – check you have explained any specialist names or terminology</i> • <i>Evidence – will your evidence stand up to scrutiny; can you justify your conclusions?</i> • <i>Stakeholders and verification – have you included a range of views and perspectives to back up you analysis?</i> • <i>Gaps and information – have you identified any gaps in services or information that need to be addressed in the action plan?</i> • <i>Success stories – have you included any positive impacts that have resulted in change for the better?</i> • <i>Action plan – is action plan SMART? Have you informed the relevant people to ensure the action plan is carried out?</i> • <i>Review have you included a review date and a named person to carry it out?</i> • <i>Challenge – has your equality impact assessment been taken to Diversity Board/Call Over for challenge?</i> • <i>Signing off – has your Head of Service/Director signed off your EIA?</i> • <i>Basics – have you signed and dated your EIA and named it for publishing?</i> • <i>A signed version to be kept by your team for review and electronic version to be uploaded on to the council's website</i> 		