

Equality Impact Assessment (EIA) Reporting Form

For any advice, support or guidance about completing this form please contact the DiversityTeam@merseyfire.gov.uk or on 0151 296 4236

Section 1: EIA Details

1.1) Author

1.2) Responsible Officer



1.3) Function



1.4) Department



1.5) What is the status of this EIA?

If "Revision" is selected, please ensure "1.7) Date of EIA" is revised and "1.5.1) Which sections have been revised?" is completed.



1.6) Title of EIA

1.7) Date of EIA



1.8) What does the EIA relate to?



1.9) Title reference of

SI/policy/report/event/project

1.10) SI Policy Number of

SI/policy/report/event/project

Section 2: Initial Assessment

2.1) What are the legitimate aims or purposes of the SI/policy/report/event/project?

This Policy forms part of a wider communications, consultation and engagement approach that sets out how the Authority will engage with stakeholders through communication and consultation. That engagement will be used to inform and influence the Authority's decision making processes, involving stakeholders in the work and future direction of the Service.

2.2) Who will be affected?



2.3) Which of the protected groups below does this impact on for an initial assessment?

Protected Characteristics	Positive Impact	Negative Impact	Neutral
Age	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sex	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Race	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Disability	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Religion & Belief	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gender Reassignment	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Marriage & Civil Partnership	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Pregnancy and Maternity	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sexual Orientation	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Socio-Economic Disadvantage	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

2.4) Has there been any positive or negative impact identified as part of the Initial Assessment for this SI/Policy/report/event/project?

☒ Yes ☐ No

2.5) Please supply supporting comments as to why you feel there is no positive/negative impact caused as part of the Initial Assessment for this SI/Policy/report/event/project?

Our consultation and engagement Policy, Service Instruction and Framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions. This will also include being:

- ☐ Timely and cost effective
- ☐ Interactive and well facilitated
- ☐ Inclusive and accessible
- ☐ Transparent with a fair interpretation of community views
- ☐ Published information for easy access

Section 3: Monitoring

Summarise the findings of any monitoring data you have considered regarding this SI/policy/report/event/project. This could include data which shows whether it is having the desired outcomes and also its impact on members of different equality groups.

3.1) What monitoring data have you considered?

This is a new policy and as such will need to be monitored going forward. However we are aware that there is a need to consider diverse communities and their needs in relation to how we engage and consult with them. There will be the need to consider language barriers where we consult in areas that are more Ethnically diverse (L8) and that there will be the need to consider access to consultation for those with Disabilities both physical and hidden. Going forward we will monitor the impact of this policy on the outcomes from those groups and build feedback into the annual policy review process.

3.2) What did it show in relation to Equality Impacts?

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3.3) What future monitoring of effects/outcomes will be recorded?

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3.4) Supporting Document

 [Click here to attach a file](#)

Section 4: Research

Summarise the findings of any research you have considered regarding this SI/policy/report/event/project. This could include quantitative data and qualitative information; anything you have obtained from other sources e.g. CFOA/CLG guidance, other FRSs, etc.

4.1) What research have you considered?

Research has taken place through the following methods:

- 1) Sefton consultation and Engagement forum
- 2) ENEI
- 3) AFSA
- 4) other FRS
- 5) Disability reports on inclusive access to consultation

4.2) What did it show in relation to Equality Impact?

That there is a need for the following :

- *British sign language interpreters at all public consultation events
- *Hearing loops at public events
- *Dedicated areas for Assistance and Guide dogs
- *Dedicated assistance for public attending events with different disabilities
- * Language interpretation facility on websites where consultation documentation can be translated
- *Large Print
- *accessible venues

4.3) What did the exercise tell in relation to Equality Impact?

SEE ABOVE

4.4) Supporting Document

 [Click here to attach a file](#)

Section 5: Consultation

Summarise the opinions of any consultation. Who was consulted and how? (This should include reference to people and organisations identified in 3.2). Outline any plans to inform consultees of the results of the consultation.

5.1) What Consultation have you undertaken to help identify any further equality issues?

As the framework has been developed while carrying out public consultation we have been able to use any feedback from the public or staff attending the events to make changes to the process

We have also spoken to representatives from Sefton Council Public Engagement and Consultation team and have been able to use the framework they have developed to our own.

An internal audit was carried out to assess the framework and its suitability to reach all public groups

5.2) What did it say?

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5.3) Which Groups/persons?

Members of the public and staff involved in the events including those with disabilities
Sefton Councils Public Engagement and Consultation Committee
Internal Audit

5.4) Supporting Document

 [Click here to attach a file](#)

Section 6: Conclusions

Taking into account the results of the monitoring, research and consultation, set out how the SI/policy/report/event/project could impact on people from the following protected groups? (Include positive and/or negative impacts)

(a) Age

Age equality and the way a policy, practice, service or function affects people of different ages, especially younger people and older people. It remains lawful to target services at people of different ages or to have age rules governing access to services or training.

Our consultation and engagement framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions.

(b) Disability (including mental, physical and sensory conditions)

Disability equality and the effects on different disabled people, deaf people, people with a long-term limiting illness and people associated with disabled people, such as carers, parents of disabled children.

Our consultation and engagement framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions.

(c) Race (include: nationality, national or ethnic origin and/or colour)

Race equality and the effects on ethnic and racial minority staff, customers and communities. Race includes colour, ethnic or national origin, nationality or caste.

Our consultation and engagement framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions.

(d) Religion or Belief

Religion and Belief based equality and the way in which policies, practices, services of functions affect people from different religious or belief based groups. This includes observance of religious and cultural requirements/practices of staff and customs and it also covers non-belief.

Our consultation and engagement framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions.

(e) Sex (include gender reassignment, marriage or civil partnership and pregnancy or maternity)

Sex equality and the effects on men and women, boys and girls. For example, the experiences of lone parents, working women, women from BME communities, victims of domestic violence, boys and young men, fathers etc.

Our consultation and engagement framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions.

(f) Sexual Orientation

Sexual Orientation equality and whether services are delivered fairly and respectfully to lesbians, gay men, bi-sexual and heterosexual people. This will mean ensuring that services or policies recognise the needs of lesbian, gay, bisexual and heterosexual customers and respect their family structures and relationships.

Our consultation and engagement framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions.

(g) Socio-economic disadvantage

Socio-economic Disadvantage: Although not one of the 9 protected groups M&RS recognise that Socio-economic disadvantage affects many deprived communities within Merseyside.

Our consultation and engagement framework has been developed to be accessible to, and targeted at, those people who are most affected by our plans, proposals and decisions.

Section 7: Decisions

If the SI/policy/report/event/project will have a negative impact on members of one or more of the protected groups, explain how it will change or why it is to continue in the same way. If no changes are proposed, the SI/policy/report/event/project needs to be objectively justified as being an appropriate and necessary means of achieving the legitimate aim set out in 3.1

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Section 8: Actions (Admin Use Only)

8.1) Actioned Required

☐ Yes ☒ No

8.2) Details of Action Required

8.3) DAG Consultation Required

☐ Yes ☒ No

8.4) Approved

☒ Yes ☐ No

8.5) Responsibility Of

Campbell, Vicky

8.6) Completed By

28/07/2017



8.7) Review Date

27/06/2018



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