EQUALITY IMPACT ASSESSMENT

Overview Details			
Function /Department	Operational Preparedness	**Date Of analysis**	5/1/2023
Title and overview of what is being assessed / considered	Function Plan 2023-24	**Review Date**	
Who will be affected by this activity? (Please tick)		Staff ☒	Public ☐
Author of Equality Impact Analysis	Colette Dunne Ged Sheridan	**Equality Analysis quality assured by (Member of the POD team)**	Vicky Campbell

The purpose of undertaking an equality impact analysis and assessment is to understand the potential and/or actual impact that a service or policy may have on protected groups within the Equality Act (2010). The protected groups are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion and / or belief
- Sex (gender)
- Sexual orientation
- Socio-economic disadvantage (Although not one of the 9 protected groups MFRA recognise that Socio-economic disadvantage affects many deprived communities within Merseyside.)

People who are protected from discrimination on the basis of any of these characteristics are described in this document as belonging to one or other "protected group". In addition, equality analysis can be applied to groups of people not afforded protection by the Equality Act, but who often face disadvantage and stigma in life in general and when trying to access services & employment opportunities. Such groups include homeless people, sex workers, people who misuse drugs and other groups who experience socio economic disadvantage & others. This

Updated 24th October 2022

template has been developed following consultation with staff and other external stakeholders including reference to the National Fire Chiefs Councils (NFCC) equality impact assessment toolkit as well as the Maturity Models and Workforce Good Practice Frameworks developed by the NFCC which MFRS will use to underpin EIAs as wider work on improvement.

Impact Analysis		
1	**What evidence have you used to think about any potential impact on particular groups?** (Please highlight any evidence that you have considered to help you address what the potential impact may be) **Example evidence:** • ONS Census data • Regional or local demographic information • MFRS reports & data • NFCC Reports/Guidance • Home office/Local government Reports • Risk Assessments • Staff survey results • Research / epidemiology studies • Updates to legislation • Engagement records or analysis **NFCC** Equality of Access documents – We encourage you to click on the following **link** to access a series of 'equality of access documents', developed by the National Fire Service Council (NFCC) & reference the data and information highlighted. Some aspects of these documents will help you provide information, awareness, and data to support: • Integrated Risk Management Plans	When writing the 2023/24 Function Plan and setting objectives for Ops Preparedness we considered:- • EDI Ops Pre staff profile • Staff Survey Results, profile and comments for Ops Preparedness. • Positive Action requirements • HMICFRS reports and current action plan • IRMP Community Risk Register • Engagements with staff networks • NW FRS working groups • Management meetings • Research & Development for operational equipment • Debrief information from exercises, MRF, Incidents etc. • CFRMIS SSRI current SSRI data, examining re-visiting schedule, examining risk based needs. • Training –reviewing needs, statistics, staff engagement, evaluating ways of working in addition to training evaluation forms . • LPIs • Government Road to Zero emission by 2030. Prime Minister's 10 point plan Green Industrial Revolution – Energy Consultant • Legislation, and regulations governing Ops Preparedness • NFCC • Fire Standards • Market Research • Academic Research with Liverpool University • Advice from Deaf Resource Centre	

	- Service delivery strategies - Positive action and recruitment plans - Workforce improvement plans - Community engagement activities - and, will prompt conversations within the workplace. Each document provides a significant amount of data and information, including research undertaken and risk-based evidence, and then goes into some ideas for actions which Services can use based on the information and their individual circumstances	There are a number of reviews subject to take place within this year's functional plan, all impacts will be monitored, managed or mitigated through engagement with staff, representative bodies and the E,D & I team, Culture & Inclusion & Operations board Operational Preparedness is committed to Research and Development and any new equipment, PPE, procedure and training will be subject to engagement and testing trials with staff/users and consultation with representative bodies when appropriate. All objectives relating to new equipment, procedures, vehicles, new systems and training will be subject to engagement and testing trials with staff/users to ensure a positive impact on any protected groups. An EIA is completed for any affected change. Any business change or request for approval to Operations Board or SLT will have an Equality Impact Assessment.	
2	**Do you have all the evidence you need in order to make an informed decisions about the potential impact?** (Please tick)	**Yes** ☒ If you feel that you have enough evidence, then you will **not** need to undertake any engagement activity	**No** ☐ If you feel that you do not have enough evidence to make an informed decision then you **will need to** undertake engagement activity with the staff or members of the public as applicable

Updated 24th October 2022

| 3 | **What engagement is taking place or has already been undertaken to understand any potential impact on staff or members of the public?**

Examples include:
Public
• Interviews
• Focus groups
• Public Forums
• Complaints, comments, compliments
Staff
• Staff events / workshop
• Existing staff meetings / committees
• Staff Networks
• Representative Bodies
• Annual Staff Survey questions | Engagement in each objective is
• TDA Business Development Strategy
• TDA site transfer plan for Apr 2024
• Continue Command Strategy -
• SSRI onto the new CFRMIS platform.-
• Align CRR and NSRA into the Prevention and Protection Strategy
• Implement recommendations of Manchester Arena Inquiry –
• Procedures and training to NOG and Fire Standards. – *engagement meetings*
• Review operational tactics and Firefighting Media replacing Foam in line with environmental regulations.-
• Software review to meet demands of the Ops Preparedness. – *EIA will be completed for each software development considerations, staff engagement, ops crews engagement. Market Research*
• Launch the Renewable Energy project.- *NFCC Guidance, regional meetings, promoting awareness to staff.*
• Work with Energy Consultant and Estates to strive towards Net *Zero – market research*
• R&D 5-year capital vehicle and operational resources programme and development of specialist vehicles - *EIA will be completed for each software development considerations*

1.Deliver a Training & Development Academy fit for the future
   a. Plan for and implement a suitable TDA site transfer plan for Apr 2024
   b. Create and support a renewed TDA Business Development Strategy
   c. Introduce weekend and evening training

Research external markets.
Weekend working – Considerations/Impacts will be given to
• *Religious beliefs (ie not working Saturdays/Sundays if they should be of key religious significance)*
• *Childcare issues*
Staff workshops/engagement,
EDI manager included in site/transfer planning. |

| | | *Outcomes from the Building Accessibility Reference Group*
Improved facilities so positive impact on all groups

2. Develop assertive and effective incident commanders
    a. Continue to deliver the Command Strategy which will ensure staff know how to command Fire and Rescue Service
    b. Develop more scenarios and exercises in line with CRR and emerging risks
Incorporate learning styles
Monitor statistics
Feedback sheets

3. Launch new SSRI Software
    a. Release PORISs launch ops intel module work with protection and prevention
Meetings, station trials, SSRI Questionnaire feedback, examining re-visiting schedule, examining risk based needs.
Academic Research through Liverpool University
Positive impacts on improved system/ICT aids/Toughpads have translation tools

4. Build community resilience
    a. Utilise Merseyside Community Risk Register information to improve community and home safety
Engagement meetings
Toughpad with translation tool.
Merseyside Prepared website which hold the community risk register has a transaction tool

5. Improve FF safety
    a. Review firefighting media and associated tactics
    b. Use data and risk information to inform our decision making and support change
    c. Add water plans for known high risk areas
    d. Foam review
    e. CAFS
    f. HRET
Culture and Inclusion Board meetings/reports |

Updated 24th October 2022

R&D process will feedback any staff concerns on equipment/uniform – staff engagements/ ops crews engagement
EIA completed for a new/upgrade of ops equipment.
Advice from Environmental consultant.
Market Research to cater for all needs
Incorporate learning styles when delivering changes.
Improving safety so positive impact on all groups

6. Introduce Modern Technology & Software
    a. Research and development equipment and software to improve our effectiveness, efficiency and help our people perform their roles   Examples - New Learning Management System, Command support software & OSR, Use of Resilience Direct and Redkite
EIA completed for a new/upgrade of systems.
Culture and Inclusion Board Meetings /reports
R&D process will feedback any staff concerns on equipment/uniform. – staff engagements/ops crews engagement
Market research to cater for all needs
Incorporate learning styles when delivering changes
Improving systems so positive impact on all staff

7. Respond to operational learning
    a. We will review the recommendations of Manchester Arena Inquiry and act upon lessons learnt from local and national incidents.
    b. Deliver a full response to Manchester Arena Inquiry recommendations.
Engagement meetings, MRF meetings,
Learning from others to ensure positive impact on all staff

8. Renewable Energy Research
    a. Review and revise SOPS, eLearning, previous assessment reports.
    b. Produce ops Information Notes, Operational Response plan and Training Packages
    c. Identify new kit and equipment.
Incorporate learning styles when delivering changes
EIA completed for a new/upgrade in kit/equipment.

6

9. Research, Development & Evaluation
   a. This will become an inherent part of all future F.P academic partners will help us research and evaluate areas of business to improve diversity by evaluating positive action of minority groups
   b. Improve communication with staff on new areas of development and respond to feedback on kit & PPE
   c. Launch development days and incident command support for female firefighter and officers

EIA completed for any new change
R&D process will improve feedback from any staff over concerns/suggestions on equipment/uniform.
Staff engagements/ops crews engagement
Incorporate learning styles when delivering changes
Culture and Inclusion Board Meetings /reports
Improving safety/systems so positive impact on all staff

10. Help Build Sustainable a Fire & Rescue Service for the Future
    a. Transport
    b. Foam
    c. renewable energy kit and equipment etc

Culture and Inclusion Board meetings/reports
R&D process will feedback any staff concerns on equipment/uniform – staff engagements/ ops crews engagement
EIA completed for a new/upgrade of ops equipment.
Advice from Environmental consultant.
Market Research to cater for all needs
Incorporate learning styles when delivering changes.
Improving safety/equipment so positive impact on all groups

The Director of Operational Preparedness and the directorate staff are actively encouraged to raise concerns, seek information and offer opinions to the people most able to take account of the feedback. This will maintain a culture of openness and transparency that respects the critical importance of establishing and maintaining the

			directorate's reputation and supporting its actions. We will also support a communications strategy to ensure that directorate members and other MFRA staff are kept well informed about key achievements with this plan.	
			The Operational Preparedness Directorate values its people. Staff within the directorate will be supported through the appraisal process and we will at every level ensure staff have the rights skills to fulfil their potential	
			The Operational Preparedness Managers are working with the EDI team to understand and improve skills on completing the Equality Impact Assessment (EIA). .	
4	**Will there be an impact against the protected groups as described in the Equality Act (2010)?** Summarise what impact there may be against each of the protected groups. Embed or provide a hyperlink to any reports or electronic files to which you are referring. Please remember when considering any possible impacts, these may be <mark>positive or negative</mark> and that there may be different impacts for our own staff when compared to those possible impacts on members of the community. Please detail clearly if the impacts are for staff or the wider community. It is also important to note that there may not be an impact on some of the protected groups if this should be the case please tick the not applicable box. If there is **no impact,** please state that there is no impact.	What is the **actual** or **potential** impact on **age?** Incorporate learning styles when delivering changes. Improving safety/equipment so positive impact on all groups	**Not applicable** ☒
		What is the **actual** or **potential** impact on **disability?** The TDA site transfer will aim to have a positive impact supporting people with disabilities and members of the public due to improved access at the site. Outcomes from the Building Accessibility Reference Group to improve access to TDA facilities. Operational Planning will be attending Deaf awareness session and learn basic sign language to communicate more efficiently with deaf colleague. Interpretation continues through an external service and a staff member in Ops Planning. .After awareness session is held staff are been asked to volunteer to develop skills further to Level 1 British Sign Language. Incorporate learning styles when delivering changes and assure that all training and meetings are completely accessible .	**Not applicable** ☐

		MFRS is currently a disability confident Employer and we are working towards are Level 3 Disability Leader. Improving safety/equipment so positive impact	
		What is the **actual** or **potential** impact on **gender reassignment?** Completing EIA on equipment/kit/uniform	**Not applicable** ☒
		What is the **actual** or **potential** impact on **marriage and civil partnership?**	**Not applicable** ☒
		What is the **actual** or **potential** impact on **pregnancy and maternity?** An EIA will be completed to assess impact when there will be changes to uniform or equipment Improving safety/equipment so positive impact	**Not applicable** ☐
		What is the **actual** or **potential** impact on **race?**	**Not applicable** ☒
		What is the **actual** or **potential** impact on **religion and / or belief?** The TDA site transfer will aim to improve Quiet Room/ Prayer facilities. TDA weekend working is volunteer basis and will factor in any considerations in faith (ie not working Saturdays/Sundays if they are key significant festival/date)	**Not applicable** ☐
		What is the **actual** or **potential** impact on **sex (gender)?** An EIA will be completed to assess impact when there will be changes to uniform or equipment	**Not applicable** ☐
		What is the **actual** or **potential** impact on **sexual orientation?**	**Not applicable** ☒

9

		What is the **actual** or **potential** impact on **Socio-economic disadvantage?**	Not applicable ☒

ACTION PLAN

What actions need to be taken in order to mitigate the impacts identified in sections 3,4 and 5?				
Impact	**Action Required**	**Integrated existing work (yes/no) outline**	**Target Date**	**Responsibility**
Age				
Disability -	Deaf Awareness sessions for Ops Planning staff then volunteers to develop skills further to Level 1 British Sign Language Provide support to the Building Accessibility Reference Group to improve access to TDA facilities. Incorporate learning styles when delivering changes.			
Pregnancy and Maternity -	New R&D process will improve feedback from any staff over concerns/suggestions on equipment/uniform. EIA completed on new equipment/uniform/change			
Race				
Gender reassignment	New R&D process will improve feedback from any staff over concerns/suggestions on equipment/uniform. EIA completed on new equipment/uniform/change			
Marriage and civil partnership				
Religion and / or belief	Provide support to the Building Accessibility Reference Group to improve access to TDA facilities.			
Sex (gender)	New R&D process will improve feedback from any staff over concerns/suggestions on equipment/uniform. EIA completed on new equipment/uniform/change Launch the development days and incident command support for female firefighter and officers			
Sexual orientation				
Carers				
Other				

Updated 24th October 2022

Deprived communities/socio economic				

How will these actions be monitored and where will the outcomes be reported?
(Please describe below)

Completed by (Please print name /Designation)	Colette Dunne	**Signature Date**	
Quality Assured by (Please print name /Designation)		**Signature Date**	

Name of responsible SLT member (Please print name /Designation)	Ged Sheridan	**Signature Date**	

Updated 24th October 2022

Bibliography and Guidance documents

This bibliography provides details of all the documents and reports included within this EIA or the EIA guidance. The bibliography will also include Hyperlinks to other useful documents, reports, data, and webinars on our portal page or links direct to the websites which you may find helpful when completing your EIA. **Please note, that this is a live document, do not use an old copy of this form to complete a new EIA. Please ensure that you download a new copy from the portal, as the bibliography and links will be updated regularly to ensure you have access to the most recent data, articles and training.**

Documents referenced and hyperlinked within the form

National Fire Chiefs Councils (NFCC) equality impact assessment template
National Fire Chiefs Councils (NFCC) Equality Impact Assessment Toolkit
National Fire Chiefs Councils (NFCC) Maturity Models and Workforce Good Practice Frameworks
    This document provides insight into the NFCC Maturity model and provides guidance on the following areas:
- Leadership Development
- Recruitment
- Learning Organisation
- Blended Learning
- Performance Management
- Employee Recognition
- Talent Management
- EDI
- Well Being
- HR Analytics

Equality Diversity & Inclusion Resource Library
The ED&I resources Library is located on the ED&I portal page and provides a suite of documents (detailed below) from a wide variety of sources, they may be internally produced reports or guidance, toolkits or data produced by the NFCC or partners. A list of the documents can be found below or you can access the complete library here.

Disability related support including:
- AFSA - Lets talk workplace disability

Updated 24th October 2022

Gender Related Resources including:
- [Fast Facts for patients – Menopause](#)

Pregnancy and Maternity Related Resources

Religion and Belief related resources including:
- [AFSA – 2021 Workforce Religion and belief Toolkit](#)

Sexual Orientation Related Resources

[AFSA Workforce Positive Action Toolkit](#)

[Dementia Friendly Emergency Services Guidance](#)

[NFCC Equality of Access to Services and Employment](#) which includes:
- NFCC Equality of Access to Services and Actions for the Vulnerable Rehoused Homeless
- NFCC Equality of Access to Services and Employment for Black Communities
- NFCC Equality of Access to Services and Employment for Neurodiversity
- NFCC Equality of Access to Services and Employment for LGBT Communities
- NFCC Equality of Access to Services and Employment for People from Asian Communities
- NFCC Equality of Access to Services and Employment for the Roma Communities
- NFCC Equality of Access to Services and Employment for People Living with Dementia
- NFCC Equality of Access to Services and Employment for People Living in Rural Communities
- NFCC Equality of Access to Services and Employment for Emerging Migrant Communities
- NFCC Community Risk – CRMP Equality Impact Assessment

These can also be found on the [NFCC website](#)

NFCC Toolkits
The NFCC have also created a number of toolkits to provide help and guidance these can be found here on the [NFCC website](#) or via the links below in the ED&I Resource Library

The toolkits currently available include:
- [Collecting and Disseminating of Equality, Diversity and Inclusion Data Toolkit](#)

Updated 24th October 2022

- Gender Diversity Toolkit
- Neurodiversity Toolkit
- Undertaking an Equality Impact Assessment Toolkit
- Staff Networks Toolkit

Webinars

NFCC Lunch and Learns which include
- Neurodiversity
- Trans Visibility in FRS
- Racial Equality
- Bite Size techniques to avoid burnout
- Being part of the LGBT Community

Other useful Links and documents

ED&I Annual Report this report included our Staffing data, Gender and BAME Pay Gap analysis and recent reporting against our 5 Equality Objectives

Diversity Events Calendar the diversity calendar is helpful to understand what key dates are taking place throughout the year to assist with community engagement

Knowing our Communities Data this is a suite of documents, which provides data within each of the local Authorities, by different protected groups which include Age, Disability, Religion and Ethnicity.

Service Instruction 0877 Resources to support managers and staff to implement the Equality & Diversity Policy
- Appendix 1 - Disability in the workplace information for staff and managers
- Appendix 2 - Reasonable Adjustments Support for staff & managers in the workplace
- Appendix 3 - Access to Work Support for staff and managers in the workplace
- Appendix 4 - Supporting people with Dyslexia in the workplace
- Appendix 5 - Supporting Staff during the Menopause
- Appendix 6 - Guidance for supporting employees returning from maternity; breastfeeding in the workplace Operational Firefighters
- Appendix 7 - Supporting Lesbian, Gay, Bisexual and Transgender (LGBT) staff in the Workplace
- Appendix 8 - Supporting Transgender staff in the Workplace
- Appendix 9 - Neurodiversity in the workplace

Updated 24th October 2022

2021/22 Fire Statistics this includes workforce date published by the government

Updated 24th October 2022