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	Campbell, Vicky
1.2) Responsible Officer	
1.3) Function	Strategy and Performance
1.4) Department	Equality & Diversity
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.	New
1.6) Title of EIA	Equality and Diversity Policy
1.7) Date of EIA	10/03/2017
1.8) What does the EIA relate to?	Policy
1.9) Title reference of SI/policy/report/event/project	Equality and Diversity Policy
1.10) SI Policy Number of SI/policy/report/event/project	STRPOL011

Section 2: Initial Assessment

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

Merseyside Fire & Rescue Service aims to create a culture that respects and values people's differences and secures genuine equality of opportunity in all aspects of its activities. This applies to job applicants, employees, volunteers, users of the organisation's services and those who deliver services on behalf of MFRS. This policy is influenced by current legislation; The Equality Act 2010, but it also reflects the intention of MF&RS to promote the best practice in this area.

The overall aim of this policy is to prevent discrimination, harassment and victimisation, and comply with the Equality Act 2010 and the Public Sector Equality Duty. In order to achieve this, MF&RS will endeavour to create an environment in which there is respect for every individual and recognition of their needs and aspirations, regardless of gender (including transgender status), married or civil partnership status, race, ethnicity, nationality, colour, religion or belief, disability, age, family status or sexual orientation or any other factor that cannot be justified.

2.2) Who will be affected? Other

All MFRS Staff, Authority Members, Volunteers and Members of the Public

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

Protected Characteristics	Positive Impact	Negative Impact	Neutral
Age	☐	☐	☐
Sex	☐	☐	☐
Race	☐	☐	☐
Disability	☐	☐	☐
Religion & Belief	☐	☐	☐
Gender Reassignment	☐	☐	☐
Marriage & Civil Partnership	☐	☐	☐
Pregnancy and Maternity	☐	☐	☐
Sexual Orientation	☐	☐	☐
Socio-Economic Disadvantage	☐	☐	☐

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?

N/A

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?

The introduction of the Public Sector Equality Duties in 2011 requires Public bodies to publish equality information pertaining to the makeup of its workforce on an annual basis. We ensure that our Equality Analysis of Workforce and Employment Data is published at the beginning each financial year.

Demographic profile reports have been created for each of the 5 local Authorities to help and support staff. The report provide statistics for the protected characteristics by local authority and council ward.

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

Currently our monitoring shows, as at 31st march 2016
- There are 1,045 staff employed at MFRS, of which 66.4% are uniformed/operational 30.3% were support staff and 3.3% were fire control
- 77.85 of staff were male and 22.2% were female
- Support staff had a 50% split between male and female
- Uniformed/operational staff had a gender split of 94.1% Male and 5.9% Female
- 58.9% of the total staff employed by MFRA were aged 46 and over
- 8.4% of staff had declared a disability (lower than the UK average population at 20%)
-95.8% of the total staff at MFRA were White British/White other, 3.3% of staff were Black Minority Ethnic (BME) - lower than the Merseyside average of 5.5%

The Demographic Profiles shows:
- 8% of Merseyside population is not 'White British", BME or White other make up this group.
- There are 680,495 Men and 717,535 Women in Merseyside
- All 5 local authorities are ranked within the top 50 for Deprivation
    2nd Knowsley
    4th Liverpool
    25th St Helens
    36th Wirral
    41st Sefton

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

We will continue to monitor our workforce and employment data on a yearly basis.

3.4) Supporting Document

File Attachment

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?

Desk top research has been carried out to establish what best practice looks like with regards to current Equality and Diversity Policies with the following organisations:
*Equality and Human rights Commission
* Chartered Institute of personnel and Development
* Employers Network for Equality and Inclusion
* ACAS

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

There are a variety of different approaches to polices, however it identified the need for us to make changes to include the Responsibilities in the policy so people are clear about how the policy needs to be implemented

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

The Importance of a E and D policy is the corner stone to the Organisations commitment to providing a workplace free from discrimination, bullying and harassment .

4.4) Supporting Document

File Attachment

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 inform consultees of the results of the consultation.

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

UPDATE: 13.04.17
Full consultation on the Policy and this EIA has taken place during March and early April with the following :
MFRS - Diversity Action Group (DAG)
MFRS - Strategic Equality Group (SEG)
MFRS - Senior Management Group (SMG)
MFRS FireProud
Fire Brigades Union (FBU) including women and equalities reps
Fire Officers Association (FOA) including women and equalities rep
MFR Authority Lead for E and D
Stone wall
Asian Fire Service Association (AFSA)
Employers Network for Equality and Inclusion (ENEI)
Women's Fire Service Network
Employers Disability Forum
MFRS -People and Organisational Development key policy authors

5.2) What did it say?

The feedback was very supportive with full endorsement for the new Policy and the EIA from all groups. Some notable feedback included :
1) Include Zero Tolerance statement for Discrimination and B and H and specifically highlight Gender Identity as a protected group- comments from Stonewall
2) Include reference to continuing education of existing employees, Positive action , Progression of Union Members in the Policy and the need to include Equality Targets for recruitment- comments from FBU
3) Afsa suggested we include clarification around all types discrimination - where it is not always overt but subtle forms of discrimination and harassment and bullying . They also requested that there be more emphasis on the Pubic Sector equality Duty responsibilities for authority , Managers and staff .

4) FireProud felt this was a good policy which is concise and easy to understand and read.
5) Some Staff Members were concerned that the Policy could be too broad and allow people with fundamental differences to be protected by the Policy - suggestion around linking the policy to supporting difference where is recognised as a Human rights standard were acknowledged.

5.3) Which Groups/persons?

See 5.1 above

5.4) Supporting Document

File Attachment

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

The Policy has been developed to support our leaders, managers and employees to understand the principles of diversity and inclusion in their everyday activities, roles and functions. To remove the opportunity for people to discriminate against anyone because of their age. Every employee is entitled to a working environment that promotes dignity, equality and respect for all. MF&RA will not tolerate any acts of unlawful or unfair discrimination (including harassment and victimisation) committed against an employee, contractor, volunteer , job applicant, visitor or member of the community because they are in the minority or under represented.

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

The Policy has been developed to support our leaders, managers and employees to understand the principles of diversity and inclusion in their everyday activities, roles and functions. To remove the opportunity for people to discriminate against anyone because of a Disability. Every employee is entitled to a working environment that promotes dignity, equality and respect for all. MF&RA will not tolerate any acts of unlawful or unfair discrimination (including harassment and victimisation) committed against an employee, contractor, volunteer , job applicant, visitor or member of the community because they are in the minority or under represented. 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.

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

The Policy has been developed to support our leaders, managers and employees to understand the principles of diversity and inclusion in their everyday activities, roles and functions. To remove the opportunity for people to discriminate against anyone because of their race. Every employee is entitled to a working environment that promotes dignity, equality and respect for all. MF&RA will not tolerate any acts of unlawful or unfair discrimination (including harassment and victimisation) committed against an employee, contractor, volunteer , job applicant, visitor or member of the community because they are in the minority or under represented.

(d) Religion or Belief

The Policy has been developed to support our leaders, managers and employees to understand the principles of diversity and inclusion in their everyday activities, roles and functions. To remove the opportunity for people to discriminate against anyone because of their Religion or Belief or No Belief . Every employee is entitled to a working environment that promotes dignity, equality and respect for all. MF&RA will not tolerate any acts of unlawful or unfair discrimination (including harassment and victimisation) committed against an employee, contractor, volunteer , job applicant, visitor or member of the community because they are in the minority or under represented.

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

The Policy has been developed to support our leaders, managers and employees to understand the principles of diversity and inclusion in their everyday activities, roles and functions. To remove the opportunity for people to discriminate against anyone because of their gender. Every employee is entitled to a working environment that promotes dignity, equality and respect for all. MF&RA will not tolerate any acts of unlawful or unfair discrimination (including harassment and victimisation) committed against an employee, contractor, volunteer , job applicant, visitor or member of the community because they are in the minority or under represented.

The Policy also supports those who which to express a different Gender Identity

(f) Sexual Orientation

The Policy has been developed to support our leaders, managers and employees to understand the principles of diversity and inclusion in their everyday activities, roles and functions. To remove the opportunity for people to discriminate against anyone because of their Sexual orientation. Every employee is entitled to a working environment that promotes dignity, equality and respect for all. MF&RA will not tolerate any acts of unlawful unlawful or unfair discrimination (including harassment and victimisation) committed against an employee, contractor, volunteer , job applicant, visitor or member of the community because they are in the minority or under represented.

(g) Socio-economic disadvantage

The Policy has been developed to support our leaders, managers and employees to understand the principles of diversity and inclusion in their everyday activities, roles and functions. To remove the opportunity for people to discriminate against anyone because of Socio-economic disadvantage. Every employee is entitled to a working environment that promotes dignity, equality and respect for all. MF&RA will not tolerate any acts of unlawful or unfair discrimination (including harassment and victimisation) committed against an employee, contractor, volunteer , job applicant, visitor or member of the community because they are in the minority or under represented.

Section 7

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

The Policy intends to be seen as positively supporting staff and Managers across the organisation and no perceived negative impacts have been identified.

Section 8: Actions (Admin Use Only)

8.1) Actioned Required ☐ Yes ☐ No

8.2) Details of Action Required

Further Consultation and engagement required using the formal process
COMPLETED 13.0417 - W kenyon - Consultation section updated

8.3) DAG Consultation Required ☐ Yes ☐ No

8.4) Approved ☐ Yes ☐ No

8.5) Responsibility Of Campbell, Vicky

8.6) Completed By 31/05/2017

8.7) Review Date 10/03/2018

Section 9: Equality & Diversity Sign Off (Admin Use Only)

9.1) Signed off by Wendy Kenyon 20/03/2017

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File Name EIA000383