

# Equality Impact Assessment – Improvement Objective 1

For the purposes of this document, the word ‘proposal’ can refer to any procedures, strategies, reviews, projects, plans and includes new, reviewed or is significantly amended.

<b>Name of Policy/Procedure/Project/Piece of Equipment proposed</b>	
<b>Objective 1</b>	
To help keep people and communities safe by preventing deaths and injuries from accidental fires in living accommodation	
<b>Directorate/Department/Team</b>	
Fire Safety	
<b>Date of screening: 6<sup>th</sup> March 2014</b>	<b>Who are the main beneficiaries/users?</b>
	<i>i.e. staff, community, groups, businesses etc.</i>
<b>Aims, objectives and outcomes</b>	
To help keep people and communities safe by preventing deaths and injuries from accidental fires in living accommodation by reducing occurrences of fire through education prevention and intervention work.	

An Equality Impact Assessment helps us promote equality of opportunity and services, as well as prevent unlawful discrimination. It is a tool that will help when you are: making key decisions, developing a project, writing or updating a policy / procedure, or starting an initiative. The assessment will also serve to act as an audit of the decisions you are proposing.

Assessing for impact/risk is a legal requirement. As a publicly funded organisation, we must consider how the decisions we make will impact on people and their protected characteristics namely; age, disability, gender-reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, or sexual orientation.

## Screening for Impact

Please consider each of the Protected Characteristics below and note if your proposal has an impact risk of **low**, **medium** or **high**.

<b>Level of Risk</b>	
Low	Minimal or extremely minor impact on a protected characteristic. Adverse impact unlikely.
Medium	<p>A minor to medium risk exists that an impact on a protected characteristic could happen. Measures are in place to ensure no adverse impact will occur.</p> <p>If there are mitigating reasons, such as legal obligations (e.g.; driving license age), job requirements (e.g.; eye test for recruits), or project criteria (e.g.; young drivers), these must be included in relevant section. Please note that cost alone cannot be used as a mitigating reason.</p>
High	<p>Major negative impact on the protected characteristic group for the community, staff, or business process. It would lead to non-compliance with legislation and could therefore put the organisation at risk. If this level is identified, the completion of a Full Assessment Form (B) is required.</p> <p>If the impact actually promotes equality of opportunity and services for a group that is under represented (such as access days for females, or a fire safety campaign aimed at mental health service users) this could be a positive impact which is allowed by law.</p>
<b>Good Practice/ Mitigating Factors</b>	If the procedure, project, plan, etc will provide improvements – for example the wording becomes more inclusive, ensure this is put in the Good Practice section. Also, if there are mitigators (as discussed in the Guidance), make sure to include them here.

<b>Protected Characteristics</b>	<b>Level of Risk high, medium, low</b>	<b>Please briefly explain your assessment</b>	<b>Good Practice and/or Mitigating Factors</b>
<b>Age</b> (younger, older or particular age group)	Medium	Identified as a contributory factor that raises the risk of an ADF- actions under the objective are focussed on reducing the risk for this protected characteristic	Dedicated CS staff- MOU/ISP with all partner agencies- prioritisation of HFSC from referral from partner agencies -3rd Sector Coordinator and delivery support – specific designed interventions – schools education programme.
<b>Disability</b> (physical, sensory, mental health, long term illness, hidden)	Medium	Identified as a contributory factor that raises the risk of an ADF- actions under the objective are focussed on reducing the risk for this protected characteristic	Dedicated CS staff and HSSW - MOU/ISP with all partner agencies- prioritisation of HFSC delivery -3rd Sector Coordinator and delivery support – specific designed interventions such as portable fire suppression systems for severe mobility issues.
<b>Gender Re-assignment</b> (someone in transition from one gender to another)	Low	No adverse impact identified at this stage however on going monitoring of data will be undertaken to identify any emerging risk.	No adverse impact identified at this stage however on-going monitoring of data will be undertaken to identify any emerging risk.
<b>Marriage/Civil Partnership</b> (married as well as same-sex couples)	Low	No adverse impact identified at this stage in fact removes one of the contributory factors that raise the risk of an ADF i.e. living alone On-going monitoring of data will be undertaken to identify any emerging risk.	HFSC are currently free of charge & available to all with additional support and measures for those identified at higher risk
<b>Pregnancy and Maternity</b> (Pregnancy, maternity leave, breast-feeding)	Low	No adverse impact identified at this stage however on-going monitoring of data will be undertaken to identify any emerging risk	HFSC are currently free of charge & available to all with additional support and measures for those identified at higher risk
<b>Race</b> (Ethnic origin, nationality, colour, including gypsies and travellers)	Low	No adverse impact identified at this stage however on-going monitoring of data will be undertaken to identify any emerging risk	HFSC are currently free of charge & available to all with additional support and measures for those identified at higher risk such as Police led Intel for potential race hate crime.
<b>Religion/Belief</b> (Christian, Muslim, Hindu, Jewish, Buddhist)	Low	No adverse impact identified at this stage however on-going monitoring of data will be undertaken to identify any emerging risk	HFSC are currently free of charge & available to all with additional support and measures for those identified at potentially being at higher risk such as engagement/advice at time of religious festival where certain rites of ceremony may raise the risk e.g. Christingle.

<b>Sex</b> (Female, Male)	Low	Adverse impact not considered to be more prevalent to either gender at this stage however on-going monitoring of data will be undertaken to identify any emerging risk	HFSC are free of charge & available to all with additional support and measures for those identified at higher risk e.g. Priority for either gender living alone.
<b>Sexual Orientation</b> (Gay, Lesbian, or Bisexual)	Low	Adverse impact not considered to be more prevalent to any particular group due to this PC to be at more risk of an ADF at this stage however on-going monitoring of in data will be undertaken to identify any emerging risk	HFSC are free of charge & available to all with additional support and measures for those identified at higher risk such Police led Intel for potential sexual orientation hate crime.
<b>Language</b> (Welsh language, minority ethnic languages, braille, BSL)	Low	No adverse impact identified at this stage however on-going monitoring of data including HFSC language request and delivery data will be undertaken to identify any emerging risk	As above with all material available Bilingually, choice of language of delivery & specific interventions such as detectors/sounders for the hard of hearing.

***If high risk is identified for any protected characteristic, a Full Assessment (Form B) will be required. If the risk is medium, but there are no Mitigating Factors, a Full Assessment may still be needed, so speak with the Equality Adviser.***

Please ensure that this form is signed by the person who requested you to complete it (yourself, your line manager, project leader, etc) and a copy is kept with the accompanying document.

By Law, all EIAs must be published, so this will be uploaded onto the *Completed Equality Impact Assessment* section of the intranet, and may also be made available on our website.

Remember to check out the guidance if you are unsure. Should you still have any questions, or want further information, then contact your Equality Adviser.

<b>Signature of person carrying out screening:</b>	<b>Signature of person who authorised :</b>
Signature:	Signature:
Name: G Brandrick Date: 6 <sup>th</sup> March 2014	Name: Date:

## Equality Impact Assessment – Improvement Objective 2

For the purposes of this document, the word ‘proposal’ can refer to any procedures, strategies, reviews, projects, plans and includes new, reviewed or is significantly amended.

<b>Name of Policy/Procedure/Project/Piece of Equipment proposed</b>	
<i>Improvement Objective 2 - To implement a three year financial plan for 2014/15 to 2016/17 that funds the current level of service, but that aims to limit the cost of doing so to the equivalent of an extra £1 per year per head of population</i>	
<b>Directorate/Department/Team</b>	
Corporate Planning	
<b>Date of screening:</b> 4 <sup>th</sup> March 2014	<b>Who are the main beneficiaries/users?</b>
	All stakeholders – members of the public, residents of North Wales, other local public service organisations, service staff, local businesses, etc.
<b>Aims, objectives and outcomes</b>	
The adoption of new three-year financial plan for 2014/15 to 2016/17 that funds the current level of service, but that aims to limit the cost of doing so to the equivalent of an extra £1 per year per head of population.	

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Assessing for impact/risk is a legal requirement. As a publicly funded organisation, we must consider how the decisions we make will impact on people and their protected characteristics namely; age, disability, gender-reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, or sexual orientation.

## Screening for Impact

Please consider each of the Protected Characteristics below and note if your proposal has an impact risk of **low**, **medium** or **high**.

<b>Level of Risk</b>	
Low	Minimal or extremely minor impact on a protected characteristic. Adverse impact unlikely.
Medium	<p>A minor to medium risk exists that an impact on a protected characteristic could happen. Measures are in place to ensure no adverse impact will occur.</p> <p>If there are mitigating reasons, such as legal obligations (e.g.; driving license age), job requirements (e.g.; eye test for recruits), or project criteria (e.g.; young drivers), these must be included in relevant section. Please note that cost alone cannot be used as a mitigating reason.</p>
High	<p>Major negative impact on the protected characteristic group for the community, staff, or business process. It would lead to non-compliance with legislation and could therefore put the organisation at risk. If this level is identified, the completion of a Full Assessment Form (B) is required.</p> <p>If the impact actually promotes equality of opportunity and services for a group that is under represented (such as access days for females, or a fire safety campaign aimed at mental health service users) this could be a positive impact which is allowed by law.</p>
<b>Good Practice/ Mitigating Factors</b>	If the procedure, project, plan, etc will provide improvements – for example the wording becomes more inclusive, ensure this is put in the Good Practice section. Also, if there are mitigators (as discussed in the Guidance), make sure to include them here.

<b>Protected Characteristics</b>	Level of Risk high, medium, low	Please briefly explain your assessment	Good Practice and/or Mitigating Factors
<b>Age</b> (younger, older or particular age group)	Low (minor)	Minor risk if grant funding is removed, a standstill budget would not be able to support the additional costs and some of this funding is used for interventions for the young and elderly population.	A large amount of work has already been carried out in the past 7 years by the Service.  Funding could be sought from different organisations  Funding could be sought from within the Service's revenue budget but on a smaller scale.
<b>Disability</b> (physical, sensory, mental health, long term illness, hidden)	Low (minor)	Minor risk if grant funding is removed, a standstill budget would not be able to support the additional costs and some of this funding is used for interventions for people with disabilities.	As above.
<b>Gender Re-assignment</b> (someone in transition from one gender to another)	Low	No risk considered to be present for this protected characteristic.	
<b>Marriage/Civil Partnership</b> (married as well as same-sex couples)	Low	No risk considered to be present for this protected characteristic.	
<b>Pregnancy and Maternity</b> (Pregnancy, maternity leave, breast-feeding)	Low	No risk considered to be present for this protected characteristic.	
<b>Race</b> (Ethnic origin, nationality, colour, including gypsies and travellers)	Low	No risk considered to be present for this protected characteristic.	
<b>Religion/Belief</b> (Christian, Muslim, Hindu, Jewish, Buddhist)	Low	No risk considered to be present for this protected characteristic.	
<b>Sex</b> (Female, Male)	Low	No risk considered to be present for this protected characteristic.	

<b>Sexual Orientation</b> (Gay, Lesbian, or Bisexual)	Low	No risk considered to be present for this protected characteristic.	
<b>Language</b> (Welsh language, minority ethnic languages, braille, BSL)	Low	No risk considered to be present for this protected characteristic.	

***If high risk is identified for any protected characteristic, a Full Assessment (Form B) will be required. If the risk is medium, but there are no Mitigating Factors, a Full Assessment may still be needed, so speak with the Equality Adviser.***

Please ensure that this form is signed by the person who requested you to complete it (yourself, your line manager, project leader, etc) and a copy is kept with the accompanying document.

By Law, all EIAs must be published, so this will be uploaded onto the *Completed Equality Impact Assessment* section of the intranet, and may also be made available on our website.

Remember to check out the guidance if you are unsure. Should you still have any questions, or want further information, then contact your Equality Adviser.

<b>Signature of person carrying out screening:</b>	<b>Signature of person who authorised :</b>
Signature: C Dingle	Signature:
Name: Claire Dingle                      Date: 4.3.14	Name:    Date:



# Equality Impact Assessment – Improvement Objective 3

For the purposes of this document, the word ‘proposal’ can refer to any procedures, strategies, reviews, projects, plans and includes new, reviewed or is significantly amended.

<b>Name of Policy/Procedure/Project/Piece of Equipment proposed</b>	
NWFRS Resourcing Strategy - RDS Flexible Contracts	
Improvement Objective 3 To ensure that North Wales gets the best possible level of service within financial constraints, use a variety of management solutions to optimise fire and rescue cover in the area.	
<b>Directorate/Department/Team</b>	
Operations/ Training & Development	
<b>Date of screening:</b> 10/02/14	<b>Who are the main beneficiaries/users?</b>
	<i>Community, Staff</i>
<b>Aims, objectives and outcomes</b>	
The aim of the flexible contracts is to provide a flexible element to operational staff which will support a sustainable and affordable pool of operational crews to ensure availability in rural areas.	

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Assessing for impact/risk is a legal requirement. As a publicly funded organisation, we must consider how the decisions we make will impact on people and their protected characteristics namely; age, disability, gender-reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, or sexual orientation.

## Screening for Impact

Please consider each of the Protected Characteristics below and note if your proposal has an impact risk of **low**, **medium** or **high**.

<b>Level of Risk</b>	
Low	Minimal or extremely minor impact on a protected characteristic. Adverse impact unlikely.
Medium	<p>A minor to medium risk exists that an impact on a protected characteristic could happen. Measures are in place to ensure no adverse impact will occur.</p> <p>If there are mitigating reasons, such as legal obligations (e.g.; driving license age), job requirements (e.g.; eye test for recruits), or project criteria (e.g.; young drivers), these must be included in relevant section. Please note that cost alone cannot be used as a mitigating reason.</p>
High	<p>Major negative impact on the protected characteristic group for the community, staff, or business process. It would lead to non-compliance with legislation and could therefore put the organisation at risk. If this level is identified, the completion of a Full Assessment Form (B) is required.</p> <p>If the impact actually promotes equality of opportunity and services for a group that is under represented (such as access days for females, or a fire safety campaign aimed at mental health service users) this could be a positive impact which is allowed by law.</p>
<b>Good Practice/ Mitigating Factors</b>	If the procedure, project, plan, etc will provide improvements – for example the wording becomes more inclusive, ensure this is put in the Good Practice section. Also, if there are mitigators (as discussed in the Guidance), make sure to include them here.

Protected Characteristics	Level of Risk high, medium, low	Please briefly explain your assessment	Good Practice and/or Mitigating Factors
<p><b>Age</b> (younger, older or particular age group)</p>	<p>High</p>	<p>The flexi contract will offer a minimum of 21 hours during a 4 day rota. Each of the rota days will require the employee to be available to provide a minimum number of positive hours during a set time period from 07:00-18:00hrs. The minimum 21 contacted hours will be the amount that could be utilised for mortgage purposes. This contract may be more appealing to people with limited financial commitments which could impact on the age group 30 - 45 of staff with families and an already committed mortgage.</p> <p>Those who have been in the FRS for a longer period of time and therefore likely to be older in age will not have undertaken the NFS tests which have been newly introduced. This may put these individuals at a disadvantage as they have not had to undertake such tests in the past but do currently undertake the same role in an RDS capacity.</p>	<p>Highlight the details of the role and the expectations and needs of the Service. Opportunity to increase salary through working above 21 hours will be available along with ability to maintain RDS contract and therefore income</p> <p>The 'flexible' element of the role is needed to provide dynamic operational cover to the benefit Communities of North Wales</p> <p>The role will be to provide affordable and sustainable fire cover to remote rural communities in North Wales where migration out of the area for primary employment is impacting on the .traditional recruitment to the RDS</p> <p>The recruitment/selection process will be based upon objective assessment of individual cases in relation to specific criteria and will be monitored to ensure that it is not detrimental to any group.</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>

<p><b>Disability</b> (physical, sensory, mental health, long term illness, hidden)</p>	<p>Low</p>	<p>The operational element of the role is set under the national role maps.</p> <p>2.76% of RDS employees have a disability.</p>	<p>Selection and recruitment into these roles will be carried out under the agreed All Wales policy, utilising the National Fire-fighter Selection (NFS) tests.</p> <p>This is identical to recruitment to all Fire fighter roles currently in the FRS</p> <p>The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>The Service will make reasonable adjustments to accommodate disabled job applicants to ensure they are not disadvantaged by the recruitment process e.g. a dyslexic applicant may need more time.</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p> <p>The Service has the 'Two Ticks' symbol, is a chartered member of Mindful Employer and encourages the use of 'Access to Work' and makes reasonable adjustments wherever possible (hearing aids, coloured paper, specialist equipment).</p> <p>Specialised support is offered to staff via Occupational Health and regular reviews of the needs of disabled staff take place. Expert support regarding disability is obtained via working closely with Officers from Job Centre Plus.</p>
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<p><b>Gender Re-assignment</b> (someone in transition from one gender to another)</p>	<p>Low</p>	<p>No discrimination due to this area as selection and recruitment will be carried out using the NFS tests.</p> <p>Core values of the Service.</p> <p>No RDS employees are recorded as having undergone or undergoing gender re-assignment.</p>	<p>NFS Tests. Core Values. The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>
<p><b>Marriage/Civil Partnership</b> (married as well as same-sex couples)</p>	<p>Low</p>	<p>No discrimination due to this area as selection and recruitment will be carried out using the NFS tests.</p> <p>Core Values of the Service.</p> <p>The largest majority of employees are married (45%).</p>	<p>NFS Tests. Core Values. The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>
<p><b>Pregnancy and Maternity</b> (</p>	<p>High</p>	<p>Members of staff who are currently unavailable on a long term basis for operational duties (through illness, injury or maternity provision) will not unfortunately be able to apply as the posts require immediate placement in an operational context for both training and emergency response pregnant or on maternity/paternity leave during this current selection process, will be unable to apply due to not being available for operational duties.</p> <p>All RDS staff have been briefed and provided with the opportunity to apply for the posts.</p> <p>The Service procedure is to inform RDS employees on maternity/paternity/long term sickness regarding internal vacancies.</p> <p>3 employees were pregnant and 2 undertook maternity leave in the last year.</p> <p>20 RDS employees are females.</p>	<p>It is envisaged that, should this pilot be successful, there will further opportunities in the future.</p> <p>The posts require immediate placement in an operational context for both training and emergency response to provide an improvement in rural fire cover to our communities</p> <p>The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>

<p><b>Race</b> (Ethnic origin, nationality, colour, including gypsies and travellers)</p>	<p>Low</p>	<p>No discrimination due to this area as selection and recruitment will be carried out using the NFS tests.</p> <p>Core Values of the Service</p> <p>Under 1% are stated as ethnic minority.</p>	<p>NFS Tests. Core Values. The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>
<p><b>Religion/Belief</b> (Christian, Muslim, Hindu, Jewish, Buddhist)</p>	<p>Low</p>	<p>Just over 50% of employees are Christian.</p>	<p>NFS Tests. Core Values. The posts will be open to all existing operational fire fighters, crew managers on the RDS</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>
<p><b>Sex</b> (Female, Male)</p>	<p>High</p>	<p>There is a limited number of female RDS employees in the pool of candidates due to the RDS profile i.e. 20 females. The post may not suit those with caring responsibilities i.e. predominantly female, due to being unable to provide the flexibility in terms of hours, geography and travelling time.</p> <p>More women apply for jobs on a part-time / job-share basis therefore a 21 hour contract may suit females although as the 21 hours would be a minimum this may reduce the amount of females interested in the post as they could not commit to the flexibility i.e. working up to 42 hours and no set shift pattern.</p>	<p>NFS Tests. Core Values. The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>

<p><b>Sexual Orientation</b> (Gay, Lesbian, or Bisexual)</p>	<p>Low</p>	<p>1 gay/lesbian</p>	<p>NFS Tests. Core Values. The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p> <p>The Service has a colleague support scheme for staff which incorporates a LGBT contact number offering support for staff.</p>
<p><b>Language</b> (Welsh language, minority ethnic languages, braille, BSL)</p>	<p>Low</p>	<p>Internal applicants will be required to reach Level 2 Welsh as a minimum standard. If not at this level support is given and suitable timescales to reach the level.</p> <p>Adjustments are made to processes as required.</p> <p>149 RDS employees self-assessed at Welsh speaking level 4.</p>	<p>This is policy for all new contracts for the NWFRS Support given at all levels.</p> <p>Welsh Champions in place to help members of staff develop.</p> <p>Welsh audio CDs offered, with transcripts for use at home. The posts will open to all existing operational fire fighters, crew managers on the RDS</p> <p>Employees are offered interviews/recruitment materials in the medium of both English and Welsh in order for them to undertake the process in their language of preference.</p> <p>Where criteria or procedure is found to have either a positive or negative impact on a particular group it will need to be reviewed or justified within the permits of the law.</p>

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<b>Signature of person carrying out screening:</b>	<b>Signature of person who authorised :</b>
Signature:	Signature:
Name: Kevin Roberts	Name:
Date: 10-02-2014	Date: