

Equality Impact Assessment (EIA) Form

The **purpose** of an EIA is to give **as much information as possible** about potential equality impacts, to demonstrate we meet our **legal duties** under the Equality Act 2010.

Please read the EIA Guidance [on Hotwire](#) before completing this form.

1. What is the name of the policy, project, decision or activity?
Fire Safety Regulation Centre of Learning & Excellence

Overall Equality Impact of this policy, project, decision or activity (see instructions at end of EIA to complete):

High		Medium	✘	Low	
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2. Contact details	
Name of EIA author	GC Brand
Department and Team	Fire Safety Service Improvement
Date of EIA	04/08/21

3. Aim and Purpose	
What is the aim and purpose of the policy, project, decision or activity?	<p>Fire Safety Regulators should develop new trainees via a formal fire safety training course to achieve the requisite qualification required for their role.</p> <p>Improve levels of effectiveness and efficiency, to better support our people and develop more inclusive teams, trained along with CPD for existing staff members can be delivered, in a professional environment, conducive to learning.</p> <p>Enhance the knowledge, skills and behaviours (such as confidence) necessary to deliver the service and to support the transition to team based working. The FSCLE provides a safe environment to overcome any self-identified or manager-identified continuous professional development needs to contribute to personal development plans.</p>
Who is affected by this	Fire Safety Staff, including Senior Fire Safety Officers, Inspecting



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work (all staff, specific department, wider communities?)	Officers, Fire Safety Advisers and new hires with regards to these roles but not necessarily limited to these roles. Increased inspections, resulting in increase of community engagement and fire safety awareness with a reduction of fire related fatalities.
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4. Equality considerations: the EIA must be based on evidence and information.

What consultation has taken place to support you to predict the equality impacts of this work?	Consultation has taken place with disability and neurodiversity working groups. <ul style="list-style-type: none">• The inclusion of the Admin team is not out of scope.• Staff views on travel for two location Shoreditch and Croydon.• Accessibility to stations (consideration of physical disabilities).• Improved flexible working to suit those with care responsibilities. Information was requested from the HR data team about existing and newly recruited workforce, if they have any protected characteristics that can be further considered. The Inclusion – Cultural Change Team will be consulted to inform them of the population of this EIA.
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5. Assessing Equality Impacts

Use this section to record the impact this policy, project, decision or activity might have on people who have characteristics which are protected by the Equality Act.

Protected Characteristic	Impact: positive, neutral or adverse	Reason for the impact	What information have you used to come to this conclusion?
<p>Age (younger, older or particular age group)</p>	<p>Positive</p>	<p>Having a geographical location for the learning centre will mean facilitated sessions can take place, catering for learners of all ages, not just those who are tech savvy.</p> <p>Equalities data including age of staff was gathered during the production of the EIA. The age of staff in RFS Delivery range from under 20 to +65. The age bracket between 50 and 59 has the highest % of staff at 37.41%. Other age ranges per 10 years have similar values between 12.24% and 17.69%, except for under 20's accounting for just 0.68%.</p> <p>Therefore, there is not one specific age that this plan will affect which needs greater consideration.</p> <p>Learning from COVID regarding more agile working methods for staff (whilst ensuring accountability) has been explored. This will be embraced via the "Choose your place, choose your space and plan your day."</p>	<p>Staff: Information regarding staff ages was provided by the <i>HR People Management Information Team</i> (pshrpm@london-fire.gov.uk) following a department request.</p> <p>Community/Public: This proposal relates to the staff within RFS Delivery and where they work. It is not expected to have an age-related consideration for the community/public.</p> <p>NB: Self-help tools, guidance in new legislation and building safety regulator packages mentioned in section 3 are expected to be subject to their own individual EIA and therefore not covered by this assessment.</p>

<p>Disability (physical, sensory, mental health, learning disability, long term illness, hidden)</p>	<p>Positive</p>	<p>12.50% of RFS Delivery have a declared disability. Managers for staff and staff have been encouraged to discuss new working practices and how this may affect them so that reasonable adjustments can be made before the plans inception to mitigate any impact. This will be embraced via the "Choose your place, choose your space and plan your day." Once leaving the CLE and working in area teams. Working from home is an available option, where the course schedule supports this.</p> <p>All communications and documentation regarding the Transformational Plan are in clear format and communicated orally and in writing.</p> <p>Ongoing development of learning materials is being done with neurodiverse needs in mind, allowing for a wider range of learning needs to be taken into account.</p> <p>The ability of a trainer to identify individual needs on the day is helped by being in the same room, allowing the trainer to more easily pick up on non-verbal cues. Mentors as part of their upskilling will be signposted to the Hotwire links and self-training. Equally, as part of further development will be enrolled into future courses run in conjunction with learning support.</p> <p>The physical location can be supplemented by taking a blended approach for those with problems travelling. For any physical disabilities that staff may have, a personal evacuation plan may be considered and developed as necessary.</p> <p>Advice and support regarding communication will be requested from the Learning Support Team as necessary.</p>	<p>Staff: Information regarding staff disability was provided by the <i>HR People Management Information Team</i> (pshrpmilondonfire.gov.uk) following a department request.</p> <p>Community/Public: This proposal relates to the staff within RFS Delivery and where they work. It is not expected to have a disability related consideration for the community/public.</p> <p>NB: Self-help tools, guidance in new legislation and building safety regulator packages mentioned in section 3 are expected to be subject to their own individual EIA and not covered by this assessment.</p>
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		<p>The location(s) have been selected based on accessibility needs for all.</p> <p>The impact has been considered for staff with neurodiverse conditions.</p> <p>Team members with any protected characteristics will be supported by their manager so that the change of working location does not impact their wellbeing.</p> <p>The delivery of Fire Safety Advisor training across two sites, will develop a more inclusive working environment. It will enhance support (including mental health and wellbeing) to all members of staff, encouraging consistency across the department, develop a 'just culture' (lessons learned are shared and acted upon, without blame) whilst improving support networks due to reducing silo working and isolation.</p> <p>Learning from COVID regarding more agile working methods for staff (whilst ensuring accountability) is being explored and may particularly benefit those with physical disabilities, neurodiversity or / and mental health conditions.</p>	
<p>Gender reassignment (someone proposing to/undergoing/ undergone a transition from one gender to another)</p>	<p>Neutral</p>	<p>This is a gender-neutral pilot, gender neutral language is used in all communications and documentation. Department would also follow guidance e from Policy Note 323, which would also be embedded into upskilling of mentors.</p> <p>The use of two training locations offers accessibility including facilities for all staff groups including gender neutral toilets.</p>	<p>Staff: No specific information is available regarding staff in this category. However, this pilot is based on normal working practices.</p> <p>Community/Public: This pilot is based on normal working practices.</p>

		Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported.	
Marriage / Civil Partnership (married as well as same-sex couples)	Neutral	<p>This is completely agnostic of whether participants are married or in a civil partnership, for same-sex couples or otherwise.</p> <p>Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported.</p>	Staff: If staff with this protected characteristic are impacted, then this will be factored in when regularly reviewing this EIA as the project progresses.
Pregnancy and Maternity	Adverse	<p>Given the central location and on-site requirement, the need to travel may be harder on pregnant members of staff. However, this will be considered on a case by case basis and sensible measure applied. A personal evacuation plan will be applied for these premises for pregnant participants.</p> <p>Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported. This will be embraced via the "Choose your place, choose your space and plan your day." Once leaving the CLE and working in area teams. Working from home is an available option, where the course schedule supports this.</p>	<p>Staff: If staff with this protected characteristic are impacted, then this will be factored in when regularly reviewing this EIA as the project progresses.</p> <p>The change of estate location for the hub and spokes is part of a separate project (Fire Safety estate plan initiative being addressed by SC Richard Wyatt and Laura Birnbaum in LFB Property). The estate's project is responsible for identifying appropriate working locations and their accessibility including support for expectant members of staff. The estate plan for the transformational project will be reviewed once locations have been identified.</p>
Race (including nationality, colour, national and/or ethnic origins)	Neutral	<p>This pilot should not impact this protected characteristic.</p> <p>The nature of the instruction during the participants time</p>	Staff: If staff with this protected characteristic are impacted, then this will be factored in when regularly reviewing this EIA as the project progresses.



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		<p>at the learning centre is agnostic of race including colour, national and / or ethnic origins. Within the input, we do make the attendees aware that LFB is a multi-cultural, equality focussed employer. All staff and newly employed FSA's receive input sessions from the Inclusion Team.</p> <p>Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported.</p>	<p>Information regarding race was provided by the <i>HR People Management Information Team</i> (pshrpml@london-fire.gov.uk) following a department request. This identified that 22.92% were BAME and 72.92% were white.</p>
<p>Religion or Belief (people of any religion, or no religion, or people who follow a particular belief (not political))</p>	<p>Neutral</p>	<p>This pilot should not impact this protected characteristic.</p> <p>The facilities are consistent with those found in a fire station and include quiet space for individual needs (reflection, prayer)</p> <p>Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported.</p>	<p>Staff: If staff with this protected characteristic are impacted, then this will be factored in when regularly reviewing this EIA as the project progresses.</p> <p>The change of estate location for the hub and spokes is part of a separate project (Fire Safety estate plan initiative being addressed by SC Richard Wyatt and Laura Birnbaum in LFB Property). The estate's project is responsible for identifying appropriate working locations and their accessibility including consideration of people's beliefs for example access to a prayer room. The estate plan for the transformational project will be reviewed once locations have been identified.</p>
<p>Sex (men and women)</p>	<p>Neutral</p>	<p>This is a gender-neutral pilot and gender-neutral language will be used in all communications and documentation, where required.</p> <p>If any legal documentation is used or quoted then the legal gender definition will be used, if required.</p> <p>CLE management will be specifically responsible for developing improved support for staff development and more inclusive teams (along with other duties).</p>	<p>This is based on normal working practices.</p> <p>Information regarding gender was provided by the <i>HR People Management Information Team</i> (pshrpml@london-fire.gov.uk) following a department request. This identified that 27.08% were female and 72.92% were male.</p>

		Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported.	
Sexual Orientation (straight, bi, gay and lesbian people)	Neutral	<p>If any legal documentation is used or quoted then the legal gender definition will be used, if required. CLE management will be specifically responsible for developing improved support for staff development and more inclusive teams (along with other duties).</p> <p>Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported.</p>	<p>This is based on normal working practices.</p> <p>Information regarding sexual orientation was provided by the <i>HR People Management Information Team</i> (pshrpmi@london-fire.gov.uk) following a department request. This identified that 6.80% were LGBTQ+.</p>

6. Impacts outside the Equality Act 2010
What other groups might be affected by this policy, project, decision or activity?
Consider the impact on: carers, non-binary people, people with learning difficulties, neurodiverse people, people with dyslexia, autism, care leavers, ex-offenders, people living in areas of disadvantage, homeless people, people on low income / in poverty.
This project should have a positive impact for Fire Safety Advisers.

7. Legal duties under the Public Sector Equality Duty (s149 Equality Act 2010)	
How does this work help LFB to:	
Eliminate discrimination?	<p>Embedding our Togetherness Strategy as part of the transformation and ongoing work should reduce inequality, as will additional work such as bespoke training for managers as already provided by the Cultural Change team.</p> <p>By being inclusive and visibly non-discriminative in teaching styles, professional relationships and group</p>

	work.
Advance equality of opportunity between different groups?	By understanding and taking into account disparity which accounts for lack of opportunity for certain groups, and that measures are implemented to ensure fairness.
Foster good relations between different groups?	<p>Relations between the different groups will be enhanced by learning about all types of difference through training and development, and demonstrating the LFB's core behaviours of Compassion, Togetherness and Accountability. CLE management will be specifically responsible for developing improved support for staff development and more inclusive teams (along with other duties).</p> <p>Teams with improved staff support (with a focus on our Togetherness Strategy) should reduce the risk staff with protected characteristics from feeling isolated and/or unsupported and foster good relations, which will indirectly impact our diverse communities.</p>

8. Mitigating and justifying impacts		
Where an adverse impact has been identified, what steps are being taken to mitigate it? If you're unable to mitigate it, is it justified ?		
Characteristic with potential adverse impact (e.g. age, disability)	Action being taken to mitigate or justify	Lead person responsible for action
Pregnancy	Determine fitness for travel, provide suitable and convenient access to facilities. Linked with consultation with members of staff.	Station Commander

Now complete the RAG rating at the top of page 1:

High: as a result of this EIA there is evidence of significant adverse impact. This activity should be stopped until further work is done to mitigate the impact.



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Medium: as a result of this EIA there is potential adverse impact against one or more groups. The risk of impact may be removed or reduced by implementing the actions identified in box 8 above.

Low: as a result of this EIA there are no adverse impacts predicted. No further actions are recommended at this stage.

Signed (lead for EIA / action plan)	Alan Brand	Date	13 September 2021
Sign off by Inclusion Team	Shilla Patel	Date	30 th September 2021
Stored by			
Links			
External publication	Are you happy for this EIA to be published externally?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> If No state why: