

**Meeting: Combined Fire Authority****Date: 10<sup>th</sup> February 2016****Subject: Integrated Risk Management Plan 2016/20 Recommendations****Report by: The Chief Fire and Rescue Officer****Author: Deputy Chief Fire and Rescue Officer****For: Decision****1. Purpose**

- 1.1 The purpose of this report is to present the final Integrated Risk Management Plan 2016/2020 (IRMP) recommendations for the Combined Fire Authority's (CFA's) approval.

**2. Recommendations**

The CFA is requested to approve the IRMP 2016/20 package of recommendations that incorporate:

- a) Remove one of the two wholetime crewed fire engines from Loughborough fire station.
- Replace the on-call fire engine at Melton fire station with a Tactical Response Vehicle.
- Replace the on-call fire engine at Coalville fire station with a Tactical Response Vehicle.
- Replace the second on-call fire engine at Market Harborough fire station with a Tactical Response Vehicle.
- Upgrade Market Harborough to a wholetime day crewed fire station.
- Upgrade Lutterworth to a wholetime day crewed fire station.

The CFA is also requested to approve for the previously agreed 'high risk' operational savings plans to be removed from future planning assumptions:

- b) The introduction of 'operational pooling'
- The merger of Leicestershire and Nottinghamshire fire control functions

**3. Executive Summary**

- 3.1. The CFA has a legal duty in accordance with the Fire and Rescue Services Act 2004 and the National Framework to periodically review its fire and rescue service provisions to ensure that they are fit for purpose and appropriate to community needs. In September 2015, the CFA agreed to take a number of draft IRMP

proposals to public consultation.

- 3.2. The public consultation concluded on December 4<sup>th</sup> 2015 and the outcomes of all responses have now been collated and analysed. The report that details the findings of the consultation is presented to the CFA under item 8 at this meeting.
- 3.3. On December 18<sup>th</sup> 2015, the Department of Communities and Local Government (DCLG) announced the 2016/17 Revenue Support Grant (RSG) funding provisions that would be made to the CFA. DCLG also provided the indicative levels of RSG funding settlement for future years through to 2020.
- 3.4. The settlement announcement is more favourable to the CFA than originally estimated. In accordance with this and other improvements that have been achieved in year, an 'impact assessment' has been completed and the outcomes have been incorporated into the presentation of the final IRMP recommendations.
- 3.5. The 'impact assessment' has identified that the CFA will be able to afford higher levels of protection to operational resources and provisions than previously anticipated. Protection to operational resources incorporates fire stations, fire engines and fire and rescue service staff.

#### **4. Report Detail**

- 4.1. The CFA has a legal duty in accordance with the Fire and Rescue Services Act 2004 and the National Framework to periodically review its fire and rescue service provisions to ensure that they are fit for purpose and appropriate to community need.
- 4.2. An essential requirement in meeting this legal duty is to ensure that any proposals to change operational provisions are supported by a comprehensive assessment of community risk that can be fully evidenced. From this perspective, the CFA has developed and employs a 'risk toolkit' that takes account of the following factors:
  - Historical levels of emergency incident activity including type of incident, frequency of incident, where the incidents are most likely to occur and what the most likely outcomes will be; and,
  - The key socio-demographic factors that need to be taken into account in relation to the citizens who are more likely to become victims/casualties of an emergency incidents; and,
  - The influence that community development proposals will have including the impact of population growth etc.
- 4.3. The 'risk toolkit' enables all of the key factors that influence risk to be analysed and then quantified using a five point scale that is applied to all super output areas across Leicester, Leicestershire and Rutland. This enables a full profile of risk to be compiled using map data (appendix 1) that identifies where operational resource provisions should be concentrated.
- 4.4. The 'risk toolkit' was independently scrutinised by a specialist company (Risktek) in 2014 and was judged to be 'fit for purpose'. In February 2015, the CFA approved a suite of IRMP recommendations that are currently in the process of

being implemented to achieve ongoing efficiency savings.

- 4.5. Notwithstanding the implementation of the extant IRMP recommendations, the Medium Term Financial Plan 2015 (MTFP) identified that; based upon OBR estimates, the CFA was facing a budget deficit of approximately £1.3 million by 2020. In addition to this, the recommendations approved by the CFA also included a number of 'high risk' savings plans that if not realised, would increase the forecast level of deficit to £2.5 million.
- 4.6. As a consequence of the bleak financial landscape and the requirement to achieve additional efficiency savings, a further review of the Service risk profile was completed. In September 2015 the CFA agreed a recommendation to publicly consult on a further suite of IRMP proposals. At that time, the proposals represented the best way forward for the Service taking account of the operational needs and the requirement to address the forecast levels of deficit. The publically consulted proposals were as follows:
- To remove one of the two wholetime crewed fire engines from Loughborough fire station.
  - To close Central fire station.
  - To establish Market Harborough as a single wholetime crewed fire engine fire station.
  - To revise existing plans to introduce Day Crewing Plus at Wigston fire station by establishing a two wholetime crewed fire engine station.
  - As a consequence of revising the crewing arrangements at Wigston and Market Harborough fire stations, to close Kibworth fire station and sell the building.
  - To establish Lutterworth as a wholetime crewed single fire engine fire station. The wholetime fire engine will be crewed between 0700 and 1900 hours Monday to Friday. On-call cover will be maintained outside these hours.
  - To replace the on-call fire engine at Melton fire station with a Tactical Response Vehicle.
  - To replace the on-call fire engine at Coalville fire station with a Tactical Response Vehicle.
  - To replace the fire engine at Billesdon fire station with a Tactical Response Vehicle.
  - To remove the on-call crewed fire engine from Hinckley fire station.
- 4.7. The public consultation concluded on December 4<sup>th</sup> 2015 and the outcomes of all responses have now been collated and analysed. The report that details the findings of the public consultation is presented to the CFA under item 8 at this meeting.
- 4.8. On December 17<sup>th</sup> 2015, the Department of Communities and Local Government (DCLG) announced the 2016/17 RSG funding provisions that would be made to the CFA. In addition, indicative levels of RSG settlement through to 2020 were also provided.

- 4.9. In summary, albeit that the levels of reduction to RSG are the most significant ever experienced, the indicative figures provided by DCLG through to 2020 represent a more favourable outcome for the CFA than has been previously estimated. The net result being that the actual level of efficiency saving required to be made by the CFA in order to address any future deficit forecast is much lower than expected.
- 4.10. In addition to the improved level of RSG settlement that the CFA can expect to receive, a number of in year improvements have also been achieved including:
- A clearer and much improved approach to financial planning
    - Based on a better overall strategy
    - Focused on the long-term
    - Simple, transparent and easy to understand
  - Higher levels of savings being realised from other Service areas i.e. support functions, collaboration and the operational reduction programme
  - Improved budget management focused on reducing capital expenditure and protecting the revenue budget
- 4.11. As a consequence of the improvements outlined above, under the stewardship of the Chief Fire and Rescue Officer, officers have now completed a full 'impact assessment'.
- 4.12. The 'impact assessment' was focused on providing absolute financial clarity associated with the developments in order to determine whether there was any scope to revise future operational planning assumptions. The outcome of the 'impact assessment' being that it has now been determined that far greater than expected levels of protection can be afforded to future 'frontline provisions'. As a consequence the Chief Fire and Rescue Officer can present a revised suite of IRMP recommendations that are very clearly aligned to risk and affordability. Furthermore, it has also been identified that there is now no longer any need to incorporate any 'high risk' savings proposals in future planning assumptions.
- 4.13. Therefore, the Chief Fire and Rescue Officer recommends that the CFA considers the revised IRMP 2016/20 package of recommendations as follows:
- Remove one of the two wholetime crewed fire engines from Loughborough fire station
  - Replace the on-call fire engine at Melton fire station with a Tactical Response Vehicle
  - Replace the on-call fire engine at Coalville fire station with a Tactical Response Vehicle
  - Replace the second on-call fire engine at Market Harborough fire station with a Tactical Response Vehicle
  - Upgrade Market Harborough to a wholetime day crewed fire station.
  - Upgrade Lutterworth to a wholetime day crewed fire station.

- 4.14. The Chief Fire and Rescue Officer also recommends that the following 'high risk' savings objectives be removed from future planning assumptions:
- The introduction of the 'operational pooling' arrangement; and,
  - The proposed merger of the Nottinghamshire and Leicestershire fire control functions.
- 4.15. In addition to the IRMP recommendations, members of the CFA should also note that the Chief Fire and Rescue Officer intends (subject to achievement of final agreement) to expand the Emergency First Response (EFR) capability in partnership with the East Midland Ambulance Service (EMAS). The arrangement will be introduced on a long-term pilot basis and in the first instance, it is intended to introduce the capability at Loughborough and Oakham fire stations. It will be made possible through the deployment of an additional two Tactical Response Vehicles and these vehicles will be crewed by existing operational staff. The provisions; when agreed and implemented, will mean that both fire and rescue and medical related emergencies will be responded to. The pilot will last for a period of at least two years at which time the outcomes will be reported to the CFA.
- 4.16. If approved, the revised IRMP 2016/20 recommendations will mean that it will possible to maintain more fire stations, more fire engines and more operational staff than anticipated prior to DCLG confirmation of future RSG funding provisions. The comparative changes to the operational profile between the consulted IRMP proposals and the revised recommendations are summarised in the table below.

| Consulted IRMP Proposals            |     | Revised IRMP Recommendations        |     |
|-------------------------------------|-----|-------------------------------------|-----|
| Number of fire stations             | 18  | Number of fire stations             | 20  |
| Number of fire engines              | 19  | Number of fire engines              | 24  |
| Number of TRVs                      | 3*  | Number of TRVs                      | 3*  |
| Wholetime operational establishment | 305 | Wholetime operational establishment | 334 |
| On-Call operational establishment   | 186 | On-Call operational establishment   | 235 |

\*5 Tactical Response Vehicles will be procured with 1 allocated as a 'reserve' appliance and 1 allocated as a 'training' vehicle. The additional Tactical Response Vehicles will be deployed to Loughborough and Oakham fire stations to enable the expansion of the EFR capability.

- 4.17. The implications of the revised recommendation mean that the following proposals (that have been subject to public consultation) will no longer need to be considered by the CFA:
- The closure of Central fire station
  - The closure of Kibworth fire station
  - The replacement of the fire engine with a Tactical Response Vehicle at Billesdon fire station
  - The removal of the second on-call crewed fire engine at Hinckley fire station

- The revision of existing plans to introduce Day Crewing Plus at Wigston fire station by establishing a two wholetime crewed fire engine station

4.18. The revised operational capability profiles (maps are contained in the supporting presentation that will be provided at the meeting) for Leicester, Leicestershire and Rutland confirm that the revised IRMP recommendations are:

**Safe**

In so much that the Service we will be able to immediately respond to every emergency incident that occurs ensuring that the safety of our communities and firefighters should not be compromised in any way.

**Proportionate**

In so much that the redistribution of operational staff and resources will ensure that in the future they are better matched to community risk.

**Affordable**

In so much that it will be possible to balance our budgets in each and every year up until 2020 and deliver a fire and rescue service that is resilient and fit for purpose.

4.19. A further point to note is that detailed analysis has identified that as a consequence of the more favourable financial position and the higher levels of protection that can be afforded, there will be no risk or requirement for the CFA to make any member of the operational workforce compulsorily redundant. This is stated on the basis that the budget in each financial year to 2020 will be sufficiently robust enough to allow staffing level reductions to be managed through 'natural attrition'.

4.20. Finally, the revised suite of IRMP recommendations also address the majority of issues that have been identified within the context of the public consultation.

4.21. **Loughborough**

The recommendation to remove one of the two wholetime crewed fire engines from Loughborough fire station is made on the basis that the emergency response profile and the long-term sustained reduction in the number of emergencies supports it. In addition to existing capabilities in Shepshed and Coalville, the additional response capabilities that are now in place at Castle Donington and Birstall fire stations is more than adequate to support any future requirements at Loughborough. The result will be that the overall levels of operational capability that will be maintained in the area in the future will be appropriate and proportionate based upon risk and community needs.

4.22. **Melton and Coalville**

The recommendations to replace the second on-call crewed fire engines at both Melton and Coalville fire stations with Tactical Response Vehicles are made on the basis that the emergency incident profile for both areas supports a more flexible level of operational provision. The result will be that the overall levels of operational capability that will be maintained in both areas in the future will be appropriate and proportionate based upon risk and community needs.

4.23. **Market Harborough and Lutterworth**

The recommendations as they apply to Market Harborough and Lutterworth fire

stations are made on the basis that the current provisions are not adequate to the risk profiles. By upgrading the stations to wholetime status, the under provisions will be addressed with the result being a higher level of overall operational capability being provided. This will ensure that; in both areas, future arrangements will more be appropriate and proportionate based upon risk and community needs. The introduction of a Tactical Response Vehicle at Market Harborough to replace the second fire engine will mean that a more appropriate level of provision is in place based upon the emergency incident profile.

## **5. Report Implications / Impact**

### **5.1. *Legal (including crime and disorder)***

- a) The CFA has complied with all its IRMP related legal duties in accordance with the Fire and Rescue Services Act 2004 and the National Framework.
- b) Legal advice through Leicestershire County Council has determined that the revised IRMP recommendations will not require any further public consultation.

### **5.2. *Financial (including value for money, benefits and efficiencies)***

Approval of the revised IRMP recommendations will enable efficiency savings to be achieved ensuring that the CFA is able to set a balanced budget in each and every year until 2020.

### **5.3. *Risk (including corporate and operational, health and safety and any impact on the continuity of service delivery)***

- a) The indicative RSG financial settlement levels in future years beyond 2016/17 are 'highly geared' and could fluctuate.
- b) The implications on future budget settlement levels following the move of Fire from DCLG to Home Office cannot be quantified at this time.

### **5.4. *Staff, Service Users and Stakeholders (including the Equality Impact Assessment)***

- a) A full report of the staff and public consultation outcomes are presented at item 8 of this CFA meeting.
- b) The Equality Impact Assessment (EIA) associated with the revised IRMP recommendations is attached at appendix 2 of this report.

### **5.5. *Environmental***

None identified

### **5.6. *Impact upon Our Plan Objectives***

Approval of the revised IRMP recommendations will form the basis of the detailed operational planning objectives that will be incorporated in Our Plan 2016/20.

## **6. Background Papers**

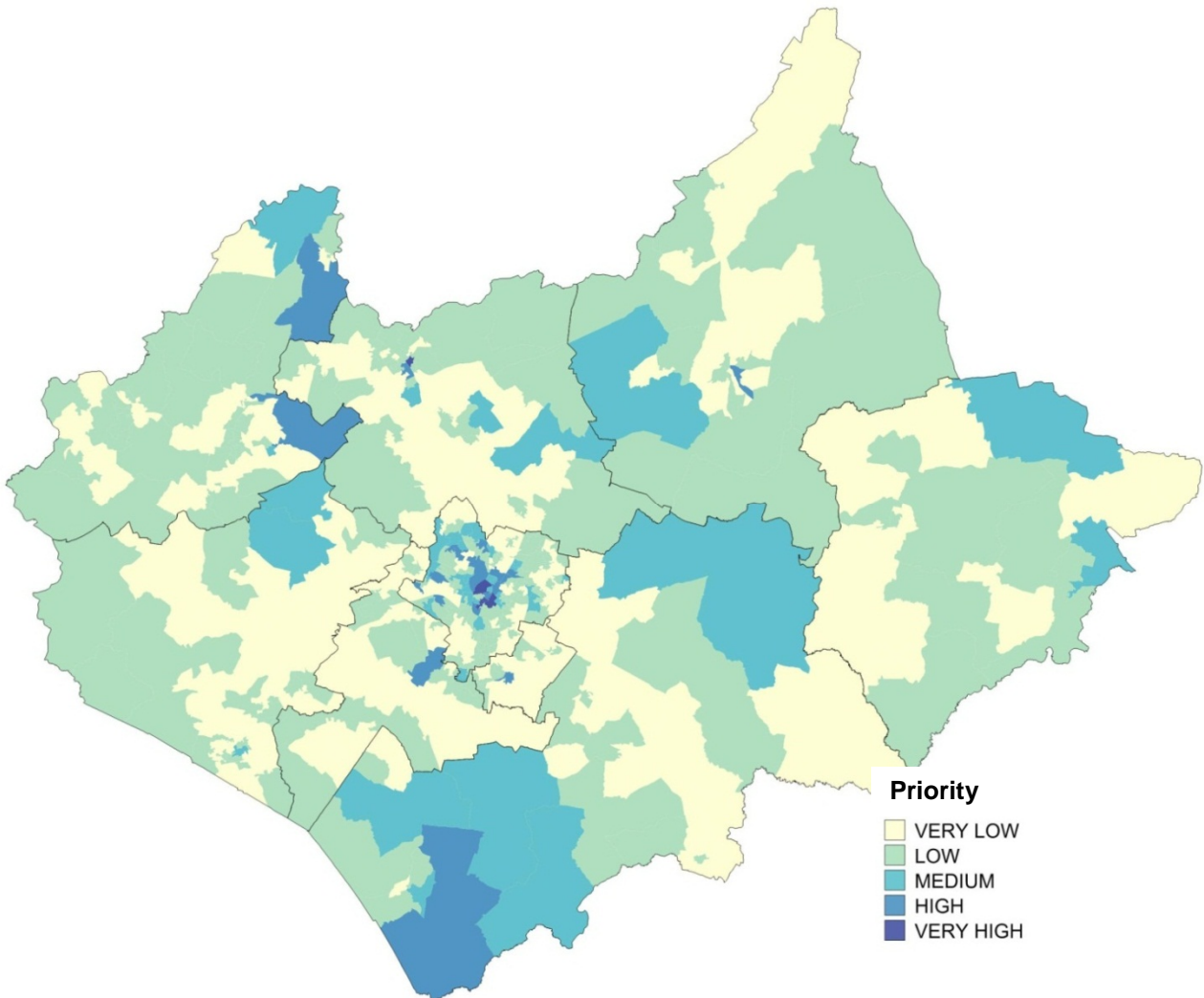
- a) Medium Term Financial Plan 2015
- b) CFA Paper September 2017 – Draft IRMP Proposals for Public Consultation and IRMP 2016/20 Consultation Document
- c) Medium Term Financial Strategy 2016/20

## **7. Appendices**

- 1. Leicester, Leicestershire and Rutland risk profile.
- 2. EIA – IRMP recommendations



### Leicester, Leicestershire and Rutland Risk Profile



#### Interpretation

The profile prioritises localities (LSOAs) based on the likelihood of attending a serious emergency incident, relative to all other localities in the Service's area. As the emphasis is on resource provision and it should be noted that people in very low areas do still receive an adequate level of resources.

# LEICESTERSHIRE

## FIRE and RESCUE SERVICE

### EQUALITY IMPACT ASSESSMENT PRO-FORMA

| Section 1 – Initial Assessment   |  |  |
|--|--|--|
| <b>Directorate:</b>  | Service Delivery   |  |
| <b>Team:</b>   | Fire Stations  |  |
| <b>Responsible Person(s):</b>  | Steve Lunn   |  |
| <b>Name of Policy/function:</b>  | Remove the second fire engine from Loughborough fire and rescue station.   |  |
| <b>Date of Assessment:</b>   | January 2016   |  |
| <b>Briefly Describe the aims, objectives and purpose of the policy/function:</b> | Remove the second fire engine from Loughborough fire and rescue station.   |  |
| <b>Who will benefit from the policy/function?</b>                                | The CFA due to legal requirement to provide a balanced budget; plus, provision of resources commensurate with revised risk analysis under IRMP 2016/20 |  |
| <b>What factors/forces could contribute/detract from the outcomes?</b>           | CFA failure to approve the recommendation.   |  |
| <b>Who are the main stakeholders in relation to the policy/function?</b>         | Wholetime operational staff at Loughborough fire and rescue station and across the service.  |  |
| <b>Who implements the policy and who is responsible for the policy/function?</b> | CFA approve the policy change. Implemented by AM Community Response as Work Package Lead.  |  |
| <b>Are there any concerns that the policy could have an impact on:</b>           | <b>Yes/No</b>  | <b>Please justify your decision, say what evidence can be provided.</b>  |
| Race   | No   | With the identified back up resources that are available and based at Birstall, Castle Donington, Shepshed and Coalville, there will not be any disproportionate or detrimental impact following the removal of the second fire engine from Loughborough fire and rescue station on the Black and Minority Ethnic (BME) community in Loughborough. 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'. |
| Gender   | No   | With the identified back up resources that are available and based at Birstall, Castle Donington, Shepshed and Coalville, there will not be any disproportionate or detrimental impact following the removal of the second fire  |

|                    |    |  |
|--------------------|----|--|
|                    |    | engine from Loughborough fire and rescue station on men or women in the community of Loughborough. 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'.   |
| Disability         | No | With the identified back up resources that are available and based at Birstall, Castle Donington, Shepshed and Coalville, there will not be any disproportionate or detrimental impact following the removal of the second fire engine from Loughborough fire and rescue station on people with disabilities in the Loughborough community. 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'.                        |
| Sexual Orientation | No | With the identified back up resources that are available and based at Birstall, Castle Donington, Shepshed and Coalville, there will not be any disproportionate or detrimental impact following the removal of the second fire engine from Loughborough fire and rescue station on people irrespective of their sexual orientation in the Loughborough community. 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'. |
| Age                | No | With the identified back up resources that are available and based at Birstall, Castle Donington, Shepshed and Coalville, there will not be any disproportionate or detrimental impact following the removal of the second fire engine from Loughborough fire and rescue station on people irrespective of their age in  |

|   |    |   |
|---|----|---|
|   |    | the Loughborough community. 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'.   |
| Religious or Belief   | No | With the identified back up resources that are available and based at Birstall, Castle Donington, Shepshed and Coalville, there will not be any disproportionate or detrimental impact following the removal of the second fire engine from Loughborough fire and rescue station on people irrespective of their religion or faith in the Loughborough community. 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'. |
| Marriage and Civil Partnerships   | No | 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'.   |
| Pregnancy and Maternity   | No | 20 staff who are based at Loughborough fire and rescue station will be affected by the removal of the fire engine and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'.   |
| Trans-gender<br>on the people living in the Loughborough area who may be going through a sex change. Currently LFRS does not have members of staff who have indicated to be undergoing any gender change. | No | With the identified back up resources that are available and based at Birstall, Castle Donington, Shepshed and Coalville, there will not be any disproportionate or detrimental impact following the removal of the second fire engine from Loughborough fire and rescue station on people who have or may be going through a sex change in the Loughborough community. Currently LFRS does not have  |

|  |  |  |
|--|--|--|
|  |  | members of staff who have indicated to be undergoing any gender change.  |
| Offenders  | No   | Not Applicable   |
| Are there any concerns for unfavourable treatment in this policy?  | No   | There are no concerns in relation to the impact on the diverse communities living in Loughborough, should the second fire engine be removed from Loughborough fire and rescue station. Any impact on staff will be subject to due process including EIA at the appropriate time. No staff will be made redundant and all reductions in staffing levels will be achieved through transfers to other stations and 'natural wastage'. |
| <b>Should the policy proceed to:</b>   | <b>Partial:</b><br><i>(if yes, proceed to section 2)</i> | <b>No</b><br><b>Full:</b> <b>No</b><br><i>(if yes, proceed to section 3)</i>   |
| <b>Section 2 – Partial Impact Assessment</b>   |  |  |
| Please state clearly the expected benefits of the policy.  |  |  |
| In light of the issues identified, are there any experts/relevant groups who you can approach to explore their views on the issues. If so, please list<br><ul style="list-style-type: none"> <li>o the relevant groups/experts</li> <li>o how their views will be obtained</li> <li>o date they will be contacted</li> </ul> |  |  |
| Please explain in detail the views of the relevant groups/experts on the issues involved. (please use a separate sheet if necessary)   |  |  |
| Please clearly state what action has been taken, if the policy/function has not proceeded to a full impact assessment.   |  |  |
| <b>Section 3 – Full Impact Assessment</b>  |  |  |
| a. Identify the <b>aims</b> of the policy and how it is to be implemented.   |  |  |
| b. Consideration of <b>relevant data and research</b> (see guidance notes for details).  |  |  |
| c. <b>Assessment of impacts</b> (see guidance notes for details).  |  |  |
| d. Consideration of <b>measures</b> .  |  |  |
| e. Formal <b>consultation</b> on the actual impact of existing policies and the likely impact of proposed policies.  |  |  |
| f. <b>Make a decision</b> in the light of data,  |  |  |

|  |  |
|--|--|
| possible alternatives and consultation.  |  |
| g. <b>Monitoring</b> for adverse impact in the future and publication of the results of such monitoring.   |  |
| h. <b>Publication</b> of results of the Equality Impact Assessments (see Appendix 1 & 2 – Pro-forma for initial and partial assessment)                            |  |
| <b>Authorisation</b><br><ul style="list-style-type: none"> <li>o Name and position of officer authorising the EIA (this should be the head of service).</li> </ul> |  |
| <b>Contacts</b><br><ul style="list-style-type: none"> <li>o Contact details of officer to discuss EIA with if different from section 1, above.</li> </ul>          |  |
| <b>Date Completed:</b>   |  |

# LEICESTERSHIRE

## FIRE and RESCUE SERVICE

### EQUALITY IMPACT ASSESSMENT PRO-FORMA

| Section 1 – Initial Assessment   |  |  |
|--|--|--|
| <b>Directorate:</b>  | Service Delivery   |  |
| <b>Team:</b>   | Fire Stations  |  |
| <b>Responsible Person(s):</b>  | Steve Lunn   |  |
| <b>Name of Policy/function:</b>  | Remove the second fire engine from Melton, Coalville and Market Harborough fire and rescue stations and replace them with Tactical Response Vehicles.  |  |
| <b>Date of Assessment:</b>   | Reviewed/refreshed January 2016  |  |
| <b>Briefly Describe the aims, objectives and purpose of the policy/function:</b> | Remove the second fire engine from Melton, Coalville and Market Harborough fire and rescue stations and replace them with Tactical Response Vehicles.  |  |
| <b>Who will benefit from the policy/function?</b>                                | The CFA due to legal requirement to provide a balanced budget; plus, provision of resources commensurate with revised risk analysis under IRMP 2016/20 |  |
| <b>What factors/forces could contribute/detract from the outcomes?</b>           | CFA failure to approve the recommendation.   |  |
| <b>Who are the main stakeholders in relation to the policy/function?</b>         | On-Call operational staff at Melton, Coalville and Market Harborough fire and rescue stations.   |  |
| <b>Who implements the policy and who is responsible for the policy/function?</b> | CFA approve the policy change. Implemented by AM Community Response as Work Package Lead.  |  |
| <b>Are there any concerns that the policy could have an impact on:</b>           | <b>Yes/No</b>  | <b>Please justify your decision, say what evidence can be provided.</b>  |
| Race   | No   | Based upon long-term reductions in the number of emergency incidents and the profile of demand in the three areas, there will not be any disproportionate or detrimental reduction in overall response capability following the replacement of the second fire engines with Tactical Response Vehicles at Melton, Coalville and Market Harborough fire and rescue stations. Therefore; there will be no detrimental or disproportionate impact on the Black and Minority Ethnic (BME) communities in areas. Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made |

|                    |    |   |
|--------------------|----|---|
|                    |    | redundant and all reductions in staffing levels will be achieved through 'natural wastage'.   |
| Gender             | No | Based upon long-term reductions in the number of emergency incidents and the profile of demand in the three areas, there will not be any disproportionate or detrimental reduction in overall response capability following the replacement of the second fire engines with Tactical Response Vehicles at Melton, Coalville and Market Harborough fire and rescue stations. Therefore; there will be no detrimental or disproportionate impact on men or women in the areas. Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'.                 |
| Disability         | No | Based upon long-term reductions in the number of emergency incidents and the profile of demand in the three areas, there will not be any disproportionate or detrimental reduction in overall response capability following the replacement of the second fire engines with Tactical Response Vehicles at Melton, Coalville and Market Harborough fire and rescue stations. Therefore; there will be no detrimental or disproportionate impact on the people with disabilities in the areas. Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. |
| Sexual Orientation | No | Based upon long-term reductions in the number of emergency incidents and the profile of demand in the three areas, there will not be any disproportionate or detrimental reduction in overall response capability following the replacement of the second fire engines with Tactical Response Vehicles at Melton, Coalville and Market Harborough fire and rescue stations. Therefore; there will be no detrimental or disproportionate impact on   |



|                                 |    |   |
|---------------------------------|----|---|
|                                 |    | people irrespective of their sexual orientation in the areas. Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'.  |
| Age                             | No | Based upon long-term reductions in the number of emergency incidents and the profile of demand in the three areas, there will not be any disproportionate or detrimental reduction in overall response capability following the replacement of the second fire engines with Tactical Response Vehicles at Melton, Coalville and Market Harborough fire and rescue stations. Therefore; there will be no detrimental or disproportionate impact based on the age of people in the areas. Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'.                              |
| Religious or Belief             | No | Based upon long-term reductions in the number of emergency incidents and the profile of demand in the three areas, there will not be any disproportionate or detrimental reduction in overall response capability following the replacement of the second fire engines with Tactical Response Vehicles at Melton, Coalville and Market Harborough fire and rescue stations. Therefore; there will be no detrimental or disproportionate impact on the irrespective of their religious or faith beliefs in the areas. Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. |
| Marriage and Civil Partnerships | No | Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal  |

|   |  |   |
|---|--|---|
|   |  | of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'.   |
| Pregnancy and Maternity   | No   | Up to 32 staff who are based at Melton, Coalville and Market Harborough fire and rescue stations will be affected by the removal of the fire engines and any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'.  |
| Trans-gender<br>on the people living in the Loughborough area who may be going through a sex change. Currently LFRS does not have members of staff who have indicated to be undergoing any gender change.                     | No   | Based upon long-term reductions in the number of emergency incidents and the profile of demand in the three areas, there will not be any disproportionate or detrimental reduction in overall response capability following the replacement of the second fire engines with Tactical Response Vehicles at Melton, Coalville and Market Harborough fire and rescue stations. Therefore; there will be no detrimental or disproportionate impact on any people who have or are going through gender reassignment in the areas. Currently LFRS does not have members of staff who have indicated to be undergoing any gender change. |
| Offenders   | No   | Not Applicable  |
| Are there any concerns for unfavourable treatment in this policy?   | No   | There are no concerns in relation to the impact on the diverse communities living in the Melton, Coalville and Market Harborough areas should the second fire engines at Melton, Coalville and Market Harborough fire and rescue stations be replaced with Tactical Response Vehicles. Any impact on staff will be subject to due process including EIA at the appropriate time.  |
| <b>Should the policy proceed to:</b>  | <b>Partial:</b><br><i>(if yes, proceed to section 2)</i> | <b>No</b><br><b>Full:</b> <b>No</b><br><i>(if yes, proceed to section 3)</i>  |
| <b>Section 2 – Partial Impact Assessment</b>  |  |   |
| Please state clearly the expected benefits of the policy.   |  |   |
| In light of the issues identified, are there any experts/relevant groups who you can approach to explore their views on the issues. If so, please list<br>o the relevant groups/experts<br>o how their views will be obtained |  |   |

|   |  |
|---|--|
| o date they will be contacted   |  |
| Please explain in detail the views of the relevant groups/experts on the issues involved. (please use a separate sheet if necessary)    |  |
| Please clearly state what action has been taken, if the policy/function has not proceeded to a full impact assessment.                  |  |
| <b>Section 3 – Full Impact Assessment</b>   |  |
| i. Identify the <b>aims</b> of the policy and how it is to be implemented.  |  |
| j. Consideration of <b>relevant data and research</b> (see guidance notes for details).   |  |
| k. <b>Assessment of impacts</b> (see guidance notes for details).   |  |
| l. Consideration of <b>measures</b> .   |  |
| m. Formal <b>consultation</b> on the actual impact of existing policies and the likely impact of proposed policies.                     |  |
| n. <b>Make a decision</b> in the light of data, possible alternatives and consultation.   |  |
| o. <b>Monitoring</b> for adverse impact in the future and publication of the results of such monitoring.                                |  |
| p. <b>Publication</b> of results of the Equality Impact Assessments (see Appendix 1 & 2 – Pro-forma for initial and partial assessment) |  |
| <b>Authorisation</b><br>o Name and position of officer authorising the EIA (this should be the head of service).                        |  |
| <b>Contacts</b><br>o Contact details of officer to discuss EIA with if different from section 1, above.                                 |  |
| <b>Date Completed:</b>  |  |

# LEICESTERSHIRE

## FIRE and RESCUE SERVICE

### EQUALITY IMPACT ASSESSMENT PRO-FORMA

| Section 1 – Initial Assessment   |   |  |
|--|---|--|
| <b>Directorate:</b>  | Service Delivery  |  |
| <b>Team:</b>   | Fire Stations   |  |
| <b>Responsible Person(s):</b>  | Steve Lunn  |  |
| <b>Name of Policy/function:</b>  | Upgrade the fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholetime (Day Crewing model). |  |
| <b>Date of Assessment:</b>   | Reviewed/refreshed January 2016   |  |
| <b>Briefly Describe the aims, objectives and purpose of the policy/function:</b> | Upgrade the fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholetime (Day Crewing model). |  |
| <b>Who will benefit from the policy/function?</b>                                | The CFA due to legal requirement to provide a balanced budget; plus, provision of resources commensurate with revised risk analysis under IRMP 2016/20    |  |
| <b>What factors/forces could contribute/detract from the outcomes?</b>           | CFA failure to approve the recommendation.  |  |
| <b>Who are the main stakeholders in relation to the policy/function?</b>         | On-Call operational staff at Market Harborough and Lutterworth fire and rescue stations. Wholetime operational staff across the Service.                  |  |
| <b>Who implements the policy and who is responsible for the policy/function?</b> | CFA approve the policy change. Implemented by AM Community Response as Work Package Lead.   |  |
| <b>Are there any concerns that the policy could have an impact on:</b>           | <b>Yes/No</b>   | <b>Please justify your decision, say what evidence can be provided.</b>  |
| Race   | No  | Based upon the risk profile including demand in the two areas, there will be an improvement in operational response capability in the Harborough and District area following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholetime (Day Crewing model). Therefore; there will be no detrimental or disproportionate impact on the Black and Minority Ethnic (BME) communities in areas. Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when appropriate. No staff will be made |

|            |    |  |
|------------|----|--|
|            |    | <p>redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22 wholtime operational staff across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate.</p>  |
| Gender     | No | <p>Based upon the risk profile including demand in the two areas, there will be an improvement in operational response capability in the Harborough and District area following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholtime (Day Crewing model). Therefore; there will be no detrimental or disproportionate impact on men or women in the community areas. Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22 wholtime operational staff across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate.</p> |
| Disability | No | <p>Based upon the risk profile including demand in the two areas, there will be an improvement in operational response capability in the Harborough and District area following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholtime (Day Crewing model). Therefore; there will be no detrimental or disproportionate impact on people with disabilities in the community areas. Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22</p>   |

|                    |    |   |
|--------------------|----|---|
|                    |    | <p>wholetime operational staff across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate.</p>   |
| Sexual Orientation | No | <p>Based upon the risk profile including demand in the two areas, there will be an improvement in operational response capability in the Harborough and District area following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholetime (Day Crewing model). Therefore; there will be no detrimental or disproportionate impact on people irrespective of their sexual orientation in the community areas. Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22 wholetime operational staff across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate.</p> |
| Age                | No | <p>Based upon the risk profile including demand in the two areas, there will be an improvement in operational response capability in the Harborough and District area following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholetime (Day Crewing model). Therefore; there will be no detrimental or disproportionate impact on people with irrespective of their age in the community areas. Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22 wholetime operational staff</p>  |

|                                 |    |  |
|---------------------------------|----|--|
|                                 |    | across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate.   |
| Religious or Belief             | No | Based upon the risk profile including demand in the two areas, there will be an improvement in operational response capability in the Harborough and District area following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholetime (Day Crewing model). Therefore; there will be no detrimental or disproportionate impact on people irrespective of their religious or faith beliefs in the community areas. Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22 wholetime operational staff across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate. |
| Marriage and Civil Partnerships | No | Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22 wholetime operational staff across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate.   |
| Pregnancy and Maternity         | No | Up to 16 staff who are based at Market Harborough and Lutterworth fire and rescue stations will be affected by the changes in crewing arrangements any impact on them will be subject to due process including EIA when  |

|  |  |   |
|--|--|---|
|  |  | appropriate. No staff will be made redundant and all reductions in staffing levels will be achieved through 'natural wastage'. Up to 22 wholtime operational staff across the Service will be required to transfer to Market Harborough and Lutterworth fire and rescue stations to facilitate the upgrade in provisions. Any impact on them will be subject to due process including EIA when appropriate.   |
| Trans-gender on the people living in the Loughborough area who may be going through a sex change. Currently LFRS does not have members of staff who have indicated to be undergoing any gender change.   | No   | Based upon the risk profile including demand in the two areas, there will be an improvement in operational response capability in the Harborough and District area following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholtime (Day Crewing model). Therefore; there will be no detrimental or disproportionate impact on people irrespective of whether they have or are going through sexual reassignment in the community areas. Currently LFRS does not have members of staff who have indicated to be undergoing any gender change. |
| Offenders  | No   | Not Applicable  |
| Are there any concerns for unfavourable treatment in this policy?  | No   | There are no concerns in relation to the impact on the diverse communities living in the Market Harborough and Lutterworth following the upgrade of fire engine crewing arrangements at Market Harborough and Lutterworth fire and rescue stations from on-call to wholtime (Day Crewing model). Any impact on staff will be subject to due process including EIA at the appropriate time.  |
| <b>Should the policy proceed to:</b>   | <b>Partial:</b><br><i>(if yes, proceed to section 2)</i> | <b>No</b><br><b>Full:</b><br><b>No</b><br><i>(if yes, proceed to section 3)</i>   |
| <b>Section 2 – Partial Impact Assessment</b>   |  |   |
| Please state clearly the expected benefits of the policy.  |  |   |
| In light of the issues identified, are there any experts/relevant groups who you can approach to explore their views on the issues. If so, please list<br><ul style="list-style-type: none"> <li>o the relevant groups/experts</li> <li>o how their views will be obtained</li> <li>o date they will be contacted</li> </ul> |  |   |
| Please explain in detail the views of the relevant groups/experts on the issues involved. (please use a separate sheet if necessary)   |  |   |



|   |  |
|---|--|
| Please clearly state what action has been taken, if the policy/function has not proceeded to a full impact assessment.                  |  |
| <b>Section 3 – Full Impact Assessment</b>   |  |
| q. Identify the <b>aims</b> of the policy and how it is to be implemented.  |  |
| r. Consideration of <b>relevant data and research</b> (see guidance notes for details).   |  |
| s. <b>Assessment of impacts</b> (see guidance notes for details).   |  |
| t. Consideration of <b>measures</b> .   |  |
| u. Formal <b>consultation</b> on the actual impact of existing policies and the likely impact of proposed policies.                     |  |
| v. <b>Make a decision</b> in the light of data, possible alternatives and consultation.   |  |
| w. <b>Monitoring</b> for adverse impact in the future and publication of the results of such monitoring.                                |  |
| x. <b>Publication</b> of results of the Equality Impact Assessments (see Appendix 1 & 2 – Pro-forma for initial and partial assessment) |  |
| <b>Authorisation</b><br>o Name and position of officer authorising the EIA (this should be the head of service).                        |  |
| <b>Contacts</b><br>o Contact details of officer to discuss EIA with if different from section 1, above.                                 |  |
| <b>Date Completed:</b>  |  |