

EIA – Overtime Reduction – Centralised Crewing

Did you use the EIA Screening Tool?

Yes

1. Explaining the matter being assessed

Is this a:

- Change to an existing strategy or policy

Summarise the strategy, policy, service(s), or function(s) being assessed. Describe current status followed by any changes that stakeholders would experience.

In the 2018 inspection by Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS), they reported one of the areas which required improvement was in the reduction of overtime use. This was also noted in the 2021 inspection report where closer monitoring of staff overtime was advised.

The introduction of a Centralised Crewing Team (CCT) will consist of a pool of approx.12 operational frontline staff. This pool will enable the continued reduction in the use of overtime.

Additionally, a new post of CCT co-ordinator will be established. This post will manage the team of 12 staff in the CCT. These 13 staff are in addition to our current establishment numbers.

These additional posts will provide opportunities for promotion in the service where appropriate.

This new level of control provides a more consistent and effective use of our resources, with an additional cost saving efficiency of reducing overtime (potentially £100k pa). The CCT are likely to increase our appliance availability by two fire appliances per-day.

How does your service proposal support the outcomes in [the Community Vision for Surrey 2030](#)?

The reduction in travel time and minimised fuel use has a positive environmental impact - *Residents live in clean, safe and green communities, where people and organisations embrace their environmental responsibilities*

12 new highly skilled operational posts provide great opportunity for existing and new staff - *Everyone benefits from education, skills, and employment opportunities that help them succeed in life.*

Are there any specific geographies in Surrey where this will make an impact?

- County-wide

Equality Impact Assessment

Assessment team – A key principle for completing impact assessments is that they should not be done in isolation. Consultation with affected groups and stakeholders needs to be built in from the start, to enrich the assessment and develop relevant mitigation.

Detail here who you have involved with completing this EIA. For each include:

- AC Service Delivery Response
- SFRS Operational Management Centre

2. Service Users / Residents

Who may be affected by this activity?

There are 9 protected characteristics (Equality Act 2010) to consider in your proposal. These are:

1. Age including younger and older people
2. Disability
3. Gender reassignment
4. Pregnancy and maternity
5. Race including ethnic or national origins, colour or nationality
6. Religion or belief including lack of belief
7. Sex
8. Sexual orientation
9. Marriage/civil partnerships

Though not included in the Equality Act 2010, Surrey County Council recognises that there are other vulnerable groups which significantly contribute to inequality across the county and therefore they should also be considered within EIAs. If relevant, you will need to include information on the following vulnerable groups (Please **refer to the EIA guidance** if you are unclear as to what this is).

- Members/Ex members of armed forces
- Adult and young carers*
- Those experiencing digital exclusion*
- Those experiencing domestic abuse*
- Those with education/training (literacy) needs
- Those experiencing homelessness*
- Looked after children/Care leavers*
- Those living in rural/urban areas
- Those experiencing socioeconomic disadvantage*
- Out of work young people)*
- Adults with learning disabilities and/or autism*
- People with drug or alcohol use issues*
- People on probation
- People in prison
- Migrants, refugees, asylum seekers
- Sex workers
- Children with Special educational needs and disabilities*
- Adults with long term health conditions, disabilities (including SMI) and/or sensory impairment(s)*
- Older People in care homes*
- Gypsy, Roma and Traveller communities*
- Other (describe below)

Equality Impact Assessment

(*as identified in the Surrey COVID Community Impact Assessment and the Surrey Health and Well-being Strategy)

Describe here the considerations and concerns in relation to the programme/policy for the selected group.

There are no impacts to service users or residents. The service already prioritises vulnerable people through the delivery of its services. This will be further enhanced by this approach.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision maker need to be aware of?

SFRS is beginning to undertake its Community Risk Management Programme to set the strategy for SFRS, taking over from the current Making Surrey Safer Plan by the end of 2024.

Any negative impacts that cannot be mitigated?

None at this point.

3. Staff

Due to the introduction of this group of staff there will be a reduced opportunity to work overtime where overtime is available. This may have an impact on staff in the operational workforce who carry out overtime. As a result, this may impact on their ability to earn extra income (Staff on Firefighters National Terms and Conditions of Employment ((Grey Book)) accrue overtime beyond 42 hours at time and a half, employees that work part time hours would receive flat rate overtime up to 42 hours and time and a half for anything beyond 42 hours).

4. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

- **Outcome One: No major change to the policy/service/function required.** This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken
- **Outcome Two: Adjust the policy/service/function** to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?
- **Outcome Three: Continue the policy/service/function** despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:
 - Sufficient plans to stop or minimise the negative impact
 - Mitigating actions for any remaining negative impacts plans to monitor the actual impact.
- **Outcome Four: Stop and rethink the policy** when the EIA shows actual or potential unlawful discrimination. (For guidance on what is unlawful discrimination, refer to the [Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act](#) concerning employment, goods and services and equal pay).

Recommended outcome:

Outcome 1.

Explanation:

SFRS policy and procedure aligned with the recommendation from the HMICFRS is to reduce overtime across SFRS.

Where the roles may be filled by current staff there is an ability to provide a pool car for CCT staff, or mileage payments, in order to minimise personal financial impact.

Equality Impact Assessment

5. Action plan and monitoring arrangements

Insert your action plan here, based on the mitigations recommended.

Involve you Assessment Team in monitoring progress against the actions above.

Item	Initiation Date	Action/Item	Person Actioning	Target Completion Date	Update/Notes	Open/ Closed
1		Where the roles may be filled by current staff there is an ability to provide a pool car for CCT staff, or mileage payments, in order to minimise personal financial impact.	D Nolan	As new staff start		

6a. Version control

Version Number	Purpose/Change	Author	Date
1	Initial EIA	David Nolan	23/11/2022
2	Updated to mitigations	Danni Lामaignere/Tina Thorburn/Dalwinder Rai/Bernie Beckett	23/11/2022
3.	Overview and approval	Dan Quin	24/11/2022
4.	Finalise EIA with all comments	Danni Lामaignere/Tina Thorburn/Dalwinder Rai/Bernie Beckett	24/11/2022

The above provides historical data about each update made to the Equality Impact Assessment.

Equality Impact Assessment

Please include the name of the author, date and notes about changes made – so that you can refer to what changes have been made throughout this iterative process.

For further information, please see the EIA Guidance document on version control.

Equality Impact Assessment

6b. Approval

Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

Approved by	Date approved
Head of Service	24.11.22
Executive Director	24.11.22
Cabinet Member	24.11.22
Directorate Equality Group	24.11.22

Publish:

It is recommended that all EIAs are published on Surrey County Council's website.

Please send approved EIAs to: **INSERT SHARED EMAIL ACCOUNT ADDRESS**

EIA author:

6c. EIA Team

Name	Job Title	Organisation	Team Role
Dal Rai	EDI Partner	SFRS	EDI
Tina Thorburn	Business Manager	SFRS	Business Manager
Dave Nolan	Area Commander Response	SFRS	Service Delivery
Danni Lamaignere	People and OD Lead	SFRS	People and OD Lead
Bernie Beckett	Chief of Staff	SFRS	Chief of Staff
Dan Quin	CFO	SFRS	CFO

If you would like this information in large print, Braille, on CD or in another language please contact us on:

Tel: 03456 009 009

Textphone (via Text Relay): 18001 03456 009 009

SMS: 07860 053 465

Equality Impact Assessment

Email: contactcentre@surreycc.gov.uk