



EQUALITY IMPACT ASSESSMENT (EIA)

EIA Register Reference Number:	To be completed by Business Support
Name of activity: (i.e. change, policy, procedure, project)	SAIF Capital Improvement Programme: - <ul style="list-style-type: none"> • Newbury • Caversham Rd • Wokingham Rd • Wokingham • Mortimer Fire Stations • Ascot
Directorate/department:	Capital Projects
Name of department head/policy owner/project lead:	Paul Brooks – Head of Assets
Name(s) of person(s) completing this assessment:	Charlotte Moore – Deputy Capital Projects Officer
Date of commencement of assessment:	09.12.25
Dates of Review: (please complete the review log at time of each review)	Click or tap here to enter text.

1. What is/are the aims/purpose and intended outcomes of the activity you are assessing?

A planned series of capital investments will be undertaken in selected Fire Stations, guided by gap analysis findings. Priorities for improvement are based on Service needs and condition reports, focusing on:

- Dignified workplaces – ensuring modern inclusive and professional facilities
- Contamination Management – reducing risks through improved design and workflows
- Building fabric – addressing structural upgrades where possible
- Sustainability – enhancing sustainability and reducing operating costs

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given budget. Additional considerations where possible. For opportunities to work with our Thames Valley Blue light partners and / or any additional way we can meet the needs of the community the station serves.

2. Who is/may be affected by the activity, and how? Consider applicants, service users, members of the public, RBFRS employees, partner organisations etc.

Please refer to the completion guidance.

Has any consultation taken place with those who may be affected to inform this assessment?

Key stakeholders: -

- Station staff – core users of the facilities
- Other RBFRS staff – personnel visiting the site for operational or support purposes
- Visiting Members of the Public – individuals accessing the station for community engagement or events
- Blue Light Partners – collaborative agencies across the Thames Valley (e.g., Police, Ambulance).
- Local Community – residents and groups directly service by the station.
- Residents of Royal Berkshire – wider population benefitting from improved service delivery

Information

3. What information is already available that tells you what impact the activity has/will have on people? Consider quantitative and qualitative data, consultation, research, complaints, etc. What does this information tell you?

Please list any policies that are related or referred to as part of this assessment.

Is there any equality data relating to this activity? Please also consider any further data that may inform your assessment, i.e. consultations, complaint data, and external research.

Please refer to the central register to identify any related existing EIAs.

Please describe any additional research undertaken to inform this assessment.

These sources of information will be used to inform your assessment of the activity.

- Lessons Learnt from previous projects
- Dignified Workplace Policy and guidelines
- Sexual harassment audit outcomes 2025
- Contaminants policy and research

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4. What impact may this activity have on the following groups?

Assessment of impact on groups in **bold** is a legal requirement, but it is important to consider the potential impact of your activity on all of the following groups to ensure that your activity does not have unintended consequences.

	Neutral Impact	Positive Impact	Negative Impact	Please provide detail of potential impact(s), including any relevant evidence from the information section above:
Sex (Men and Women)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where possible individual occupancy sleeping, showering and toilet provisions to be created, providing increased privacy for sleeping, showering, and changing. If not possible to provide individual occupancy due to building constraints, improved sleeping accommodation to be created with appropriate gendered and individual occupancy sleeping, showering and WC spaces.
Race (All Racial Groups)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Disability (Mental, Physical, Neurodiversity and Carers of Disabled people)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individual showers and bedrooms to alleviate any unnecessary anxiety due to change of routine or lack of private space. Well-being space for staff to use as a reflection space. Lift and access points will be provided to allow fully accessible

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	Neutral Impact	Positive Impact	Negative Impact	Please provide detail of potential impact(s), including any relevant evidence from the information section above:
				stations for both staff and the community. Where possible accessible showering and WC provision to be created for both operational crew and visiting members of staff / public.
Religion or Belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individual spaces to change in private if required, such as removing hair covering or prayer. Wellbeing room for prayer.
Sexual Orientation (All diverse sexual orientations)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Increase in privacy due to single occupancy showers, and bedrooms which may make staff feel more comfortable about being open about their sexuality without judgment or angst, which may not happen if facilities were still communal
Pregnancy and Maternity (Includes new mothers and those returning to the workplace)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individual dorm rooms provide option for private space for breast milk expressing if the individual would feel

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	Neutral Impact	Positive Impact	Negative Impact	Please provide detail of potential impact(s), including any relevant evidence from the information section above:
				more comfortable doing so
Marital Status (Married and Civil Partnerships)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Gender Reassignment and Trans People (Includes non-binary identities and all other diverse gender identities/expressions)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All washing and sleeping accommodation (including red/amber wash showers) will hope to provide general neutral shower/WC facilities. Allowing for greater privacy may make staff feel more comfortable about being open about their gender identity without judgment or angst, which may not happen if facilities were still communal.
Age (People of all ages)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individual dorm rooms and ensuites bathrooms to provide more privacy and dignified spaces
People in different family circumstances (including those with caring responsibilities)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individual dorms provide privacy and well-being space.
People in different social circumstances (including socio-economic factors i.e., poverty,	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Individual dorms provide privacy and well-being space.

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	Neutral Impact	Positive Impact	Negative Impact	Please provide detail of potential impact(s), including any relevant evidence from the information section above:
isolation, and digital exclusion)				
<p>Different employee groups (including consideration of on-call staff, grades, contract status. Also consider non-employee groups i.e., casual workers, volunteers)</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment in surroundings for improved mental wellbeing at work, looking at wellbeing spaces/reflection rooms where possible.
<p>Other – this may include consideration of other factors relevant to the activity such as unemployment, homelessness, urbanisation, rurality, health, and wellbeing implications. Please see completion notes for further guidance.</p>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The mental well-being of station staff will be improved by showing investment in them and their work surroundings. Improved flow of stations to provide washdown facilities between bay area and nonoperational 'Green' areas; this should reduce risk of health issues created by contamination. Separation of Non-operational and operational washing and drying facilities to reduce risk and exposure to hazardous materials and contaminants. Installation of external washdown to remove hazardous contaminants safely and

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	Neutral Impact	Positive Impact	Negative Impact	Please provide detail of potential impact(s), including any relevant evidence from the information section above:
				<p>as controlled as possible. Individual bedding lockers have doors to reduce risk of illnesses passing from crew members; this will also reduce crew sickness and therefore any relative strains on crewing.</p> <p>Improved decontaminants management will help support physical health and reduce the risk of health issues caused by exposure to contaminates</p>

5. What further research or consultation is needed to check the impact/potential impact of the activity on different groups? If needed, how will you gather additional information, and from whom? Please refer to the EIA guidance.

- Re-engage with station staff and users following changes in scope or new development opportunities
- Gather feedback during and after project completion to capture lessons learned for future initiatives
- Benchmark against best practice and guidance from other Fire and Rescue Services, professional associations, and unions
- Maintain awareness of industry developments, trade standards, and government legislation
- Channel relevant feedback, findings, and queries into the EDI Forum for review, information, and guidance.

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Summary of Assessment

6. Taking account of the assessment above, have any negative and/or disproportionate impacts been identified? If so, what amendments will you make to the activity?

None

7. After these amendments (if any) have been made, is/will there still be a negative impact on any group?

Yes

No

If No, go to section 9.

If yes, please explain:

N/A

8. Can commencing or continuing the activity without further amendment be justified? If so, how? Please refer to the guidance documents for further information.

N/A

9. How can you ensure that any positive or neutral impact is maintained?

Consultation with all stakeholders prior to project commencement / design sign off.

10. How will you monitor the impact of the activity in the future? Please identify timelines and responsible owner for monitoring, including details of links to project/service plans if relevant.

Frequent review of the service standards especially when workforce diversity changes as a result of recruitment campaigns. Monitor feedback from staff. Consult with EDI Steering Group.
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Project lessons learned process following completion of building works. This is to include all stakeholders internally and externally.

Regular operational/service representation at Monthly Estates Development meetings to share findings with the wider organisation.

The Capital Projects Team will monitor this for the 12-month defect period on projects.

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Action Plan

Following the assessment, please complete the action plan below.

Action Plan Owner: Click or tap here to enter text.		Commencement date: Click or tap to enter a date.		Sign off date: Click or tap to enter a date. Please ensure that all actions are completed before signing off.	
As a result of conducting this assessment, what actions are proposed to remove or reduce any negative impact identified?					
Action Plan					
Identified Impact:	Recommended Actions:	Responsible Lead:	Target Completion Date:	Completion Date:	
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Review Log

Please ensure that you update the action plan accordingly as a result of any changes to the assessment.

Date of Review:	Reason for Review: (i.e. outcomes of consultation, further research conducted, change to activity etc.)	Outcome of Review: (please describe resulting changes to EIA)
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Admin

Please send the first draft and any further amended versions to Business Support to be held in the central register.

Check this box if you have undertaken research as part of this assessment that may be of use to others in completing other equality impact assessments:

Append this equality impact assessment as necessary to project reports, business cases, and other documents as relevant to governance routes.

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