

Equality and Wellbeing Impact Assessment

Name of Activity	Privacy Policy
Owner Responsible	Service Improvement Team
Person Completing the EWIA	Head of Information Assurance
Area or Department	Information Assurance
Date EWIA Commenced	08 July 2020
Version	V2.0



Northamptonshire
Police



Northamptonshire
Police, Fire & Crime
Commissioner



Northamptonshire
Fire & Rescue Service

Analysis Rating

Please tick 1 box (The analysis rating is identified after the analysis has been completed – refer to completion notes)

Red

Amber

Green

1) Is this a policy, procedure, project or function? Please tick as appropriate.

Policy Procedure Project Function Other _____

Police only - Please Note: An EWIA is not required for procedures where a policy exists however you will need to upload this blank document with the procedure onto the Force Library.

2) Purpose of the policy/project/function. Why do we need it and what will it achieve?

Policy A10 gives guidance and instruction on how NFRS collect and use data to ensure compliance across the Service

3) Explain briefly why the policy/project/function is being developed or reviewed?

All Northamptonshire Fire and Rescue Service (NFRS) personnel. Any individual/group/organisation that has an encounter with NFRS.

Although the processes details within policy A10 are internal and will have a neutral impact on the community, it should be noted that outcomes from the processes could have a positive impact on the delivery of our service within the local community. By undertaking the processes within this policy it should bring benefits internally to the organisation e.g. improved retention of data, improved security of information.

4) What research/resources have been used or considered in the initial stages of this assessment?

[GDPR](#)

[Data Protection Act 2018](#)

[Acceptable use of Computing Guidelines](#)

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5) Who has been consulted around the potential impact during the development/amendment of the policy/project?
E.g. Staff support networks, Senior equality officer, department head, unions, other.

6) Initial Screening (Positive, Neutral or Negative Effect)
<p>If there is a positive effect enter 0 in the box, if it is neutral enter 1 and if it is negative enter 2.</p> <p>Positive Effect – Will actively promote equality of opportunity or improve relations between one or more groups.</p> <p>Negative Effect – Will cause some form of disadvantage or exclusion.</p> <p>Neutral Effect – Is when there is no notable consequences for any diversity group.</p>

Characteristics	Positive (0), Neutral (1), Negative (2) Effect	Notes (short explanation)
Sex (Men and Women)	1	
Race (All racial groups)	1	
Sexual Orientation (Lesbian, Gay, Bisexual and Heterosexual People)	1	
Disability (Mental, Physical and Carers of Disabled People)	0	Where we're collecting information on disabilities, this could result in either a specifically tailored Home Fire Safety Visit or we need to update our Pre-Determined Attendance (PDA) should some members of the community be bed bound due to a disability, we would revise our response to this address.
Religion or Belief	1	
Pregnancy and Maternity	1	
Marital Status (Marriage and Civil Partnerships)	1	

Gender Reassignment (This includes Non-Binary people)	1	
Age (People of all ages)	1	
Other Non-Legislative (add rows where needed). Examples can include Socio-economic Factors (i.e. Poverty and/or isolation), caring responsibilities, unemployment, homelessness, urbanisation, rurality, health inequalities, as well as areas such as education, wider gender identities. Please list but when scoring prioritise the most negative outcome.	1	
Wellbeing (physical, mental, social, intellectual and spiritual)	1	
Total (type this number into your RAG score) 10 or less = Green 11-15= Amber 16+ = Red	10	

	Name	Signature	Role
I as the person completing the form, declare that there is no equality impact for any of the characteristics stated above. I am, therefore, not proceeding any further with this assessment.	Head of Information Assurance		DDaT Strategic Business Manager
As a designated owner, I have considered, and agree that there is no equality impact for the named activity in relation to any of the characteristics stated above. I authorise ceasing the assessment at the screening stage.			

As Senior Equality Officer I have considered the completed EWIA and agree with both parties that no further action is required.	Senior Equality Officer		Senior Equality Officer
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Police - Please follow the same procedure for policy's and procedure's as previously done with the new form in the library. Anything outside of these parametres forward to SEO Claire Harrison for review.

Fire – Attach this form to main document and send to Business Services (reception@northantsfire.gov.uk).

7) Full Equality Impact Assessment	
Please list the methods used to analyse the impact on people (e.g. consultation forums, meetings, data collection)	
Who has been consulted about the potential impact during the development/amendment of the activity? List any consultations e.g. with employees, service user, unions or members of the public, that have taken place in the development or implementation of this activity.	
Is any equality data available relating to the use or implementation of this activity? (i.e. PSED data, Census) Yes or No: If yes, what information was available and what was used?	
Please list any other policies/projects that are related to or referred to as part of this analysis.	
Please list the groups of people potentially affected by this proposal (e.g applicants, employees, customers, service users, members of the public)	

8) Outcomes and Mitigation				
	Main concerns identified during the research and/or consultations. (List one at a time, add rows as needed)	Potential mitigation(s) for each area of concern	Action to be taken or proportionate means achieving a legitimate aim?	Owner
1				
2				
3				
4				
5				

9) Sign Off			
The person completing the EWIA must ensure that all stages of the sign off and authorisation are completed.			
EWIA Author		Date	24/04/2026
EWIA Owner		Date	24/04/2026
Chief Officer/ Department Head		Date	
Senior Equality Officer		Date	

10) Review date	
At least 12 months after sign off or sooner if monitoring indicates an adverse impact with the activity.	
Date of next review	

