

EQUALITY

Getting it right



EQUALITY SCHEME

// 2018/20



LEICESTERSHIRE

FIRE and RESCUE SERVICE

www.leicestershire-fire.gov.uk

protecting our communities

CONTENTS

	page no.
Foreword	4
Section 1	
About the Combined Fire Authority	5
Governance	5
The Workforce Profile	6
Management Structure	9
Strategic Aims and Organisational Values	9
Who is Responsible?	9
Structure of Equality Plans and Processes	10
Section 2	
The demographics of our service area	11
The Community Profile	11
Understanding Our Communities	13
Section 3	
Why we need the equality scheme	14
Legislation	14
The Public Sector Equality Duty	14
The General Duty	14
The Specific Duties	15
Protected Characteristics	15
Enforcement	15
Section 4	
How we shall meet our duty	16
Equality Scheme 2015-17	16
Equality Scheme 2017-20	16
Equality Objectives 2015-17	16
Equality Information	17
Equality Analysis	17
Engagement	17
Section 5	
Consultation, review and publication	18
Consultation	18
Review	18
Publication	18
Compliments and Complaints	19
Contact Details	19
APPENDICES	
Appendix 1: Objectives and Key Corporate Indicators	20
Appendix 2: Equality and Diversity Related Training	23



FOREWORD

We are pleased that the Combined Fire Authority (CFA) is able to share its Equality Scheme for 2017-20. The Scheme provides an overview of our ambitions to continue improving equality of opportunity for everyone who lives and works in Leicester, Leicestershire and Rutland.

The CFA continues to make a substantial contribution to the economic, social and overall well-being of the sub-region and enjoys a growing reputation of excellence in all the communities we serve. This can only be attributed to the professional approach that our staff exhibit every day as they engage with people during work-related activities.

In the past, we have focused our equality objectives around improving internal and staff-related practices. In this scheme, although we want to maintain the good practices that we have put in place, we also want to increase emphasis on knowing and understanding our communities better. We have therefore included a new section within this scheme that specifically looks at the makeup of our communities.

We want to improve the way we use equality monitoring information to ensure that we always provide the best possible service we can when we interact with our diverse communities. We will use the information we gather to monitor our performance and we will also make sure that the services we provide are accessible to everyone.

We are confident that by 2020 we will be reporting how we have met the challenges we have set ourselves.



Steve Lunn

A handwritten signature in black ink, appearing to read 'Steve Lunn'.

Chief Fire and Rescue Officer
and Chief Executive



Nicholas Rushton

A handwritten signature in black ink, appearing to read 'Nicholas Rushton'.

Chairman of the
Combined Fire Authority

Section 1

About the Combined Fire Authority

GOVERNANCE

The CFA is the fire and rescue authority for the administrative areas covered by Leicester City Council, Leicestershire County Council and Rutland County Council. Each of these councils appoints a number of its own councillors to be members of the CFA. The CFA comprises 17 elected members with 11 being appointed by Leicestershire County Council, five being appointed by Leicester City Council and 1 being appointed by Rutland County Council.

The number of represented elected members per council is calculated by reference to the population of that council as a percentage of the populations of the three councils as a whole. Annually, one of the members is elected to be the Chair and the Chair is the political head of the CFA.

The public will better know the CFA by the name Leicestershire Fire and Rescue Service, which is how the CFA is described for its day-to-day activities.

The CFA's professional advisor and Chief Executive is the Chief Fire and Rescue Officer who is supported by two Assistant Chief Fire and Rescue Officers.

The CFA is responsible for providing emergency fire and rescue services to serve the communities within Leicester, Leicestershire and Rutland. It also enforces fire safety laws, provides advice on fire safety matters and carries out a wide range of other community safety activities.

The CFA operates a total of twenty strategically located fire stations which are in turn supported by staff at Service Headquarters, Learning and Development, Stores and Workshops departments.

THE WORKFORCE PROFILE

(at March 2017)

The CFA employs 714 staff (head count) in roles covering emergency firefighting and rescue activities, fire safety enforcement, community education and support services. The CFA has undertaken a number of initiatives to increase workforce diversity. However, the current workforce profile for operational staff remains largely White British male and for support services, it is largely White British female.

There has been limited opportunity to undertake recruitment activity across the Service over the last five years. In turn, this has limited our ability to diversify the workforce. This has been particularly evident in the wholetime firefighting roles.

The CFA has recently recruited for wholetime firefighters for the first time since February 2012. Through this Equality Scheme, the CFA will continue to maintain its ambitions of diversifying the workforce at every opportunity. This section looks at the current workforce profile of Leicestershire Fire and Rescue Service.

Age

The majority of the workforce are aged between 36 and 55 years. This group accounts for 71.7% of the workforce.

Age profile of employees							
	17-24	25-35	36-45	46-55	56-65	66+	Not Stated
Operational Staff	11	130	221	209	21	0	0
Support Staff	1	17	34	48	20	1	1
Total	12	147	255	257	41	1	1

The CFA has had limited recruitment activity over the last five years and this has had an impact on the workforce profile. The younger age groups (17-35) are reducing in numbers and now account for 22.3% of the workforce. In 2015, this group represented 30.2% of the workforce.

Disability

The current disability profile for operational staff is 2.2% and the disability profile for the total workforce is 4.8%. The disability profile has increased when compared to the profile in 2015. In 2015, the disability profile was 1.8% for operational staff and 3.4% across the workforce.

Disability profile of employees			
	Declared Disability	Declared NOT Disabled	Not Stated
Operational Staff	16	327	249
Support Staff	18	65	39
Total	34	392	288

The 'not stated' category remains significantly high. In 2015, the CFA agreed an objective to improve employee declaration rates across all protected characteristics. In terms of disability, the CFA has made significant improvements with non-declaration rates, falling from 96.6% 'not stated' in 2015 to 40.3% in 2017. The success is down to initiatives aimed at encouraging staff to embrace good equality practices and to provide accurate equality monitoring information. This has been supported by improving how we record and use information.

Ethnicity

The profile of Black, Asian and Minority Ethnic (BAME) employees is 5.2%. The BAME profile for operational staff is 4.2%. The profile of the BAME workforce has reduced when compared to 2015 when it was 6.3% across the workforce and 5.3% for operational staff.

Ethnicity profile of employees			
	Operational Staff	Support Staff	Total
White British	535	105	640
Any other White Background	12	1	13
Mixed	4	3	7
Asian or Asian British	6	5	11
Black or Black British	3	1	4
Chinese	0	1	1
Any other Minority Ethnic Background	0	1	1
Ethnicity Not Stated	32	5	37
			714

Gender

The current distribution of female employees across the Service is 14.3% which is a drop from 15.6% when compared to the overall distribution of females in the workforce in 2015. The number of women in operational roles is 37 which represents 6.3% of the operational workforce. This is an increase from 5.3% in 2015.

The number of women in support staff roles is 65 which represents 53.3% of the support staff workforce. This is a drop from 59% in 2015.

Gender profile of employees			
	Men	Women	Not Stated
Operational Staff	555	37	0
Support Staff	57	65	0
Total	612	102	0

Religion or Belief

Christianity is currently the largest religious grouping within the Service at 42.4%. This is followed by staff with no religion at all (31.6%). There have been some significant changes to the religion or belief profile of employees when compared to the profile in 2015 and this is largely due to the improvements in employee declaration rates. In 2015, staff who did not state their religion (or lack of) accounted for 39.4%. This has dropped to 22.8% in 2017.

Religion or belief profile of employees			
	Operational Staff	Support Staff	Total
Christian	251	52	303
Buddhist	0	0	0
Hindu	1	1	2
Jewish	1	0	1
Muslim	0	1	1
Sikh	2	2	4
Other	12	2	14
None	190	36	226
Religion Not Stated	135	28	163
			714

Sexual Orientation

The proportion of staff declaring their sexual orientation as Lesbian, Gay or Bisexual (LGB) across the workforce is currently 1.5%. Staff choosing not to declare their sexual orientation accounts for 23.1% of the workforce. The proportion of staff declaring their sexual orientation as LGB in 2015 was 1.2% and those that did not declare their sexual orientation was 42.2%.

Sexual Orientation profile of employees				
	Bisexual	Gay/ Lesbian	Heterosexual	Orientation Not Stated
Operational Staff	4	6	441	141
Support Staff	0	1	97	24
Total	4	7	538	165

We have achieved significant improvements with staff declaration rates in relation to sexual orientation. The success is down to specific initiatives aimed at encouraging staff to embrace good equality practices and to provide accurate equality monitoring information. This has been supported by improving how we record and use information

MANAGEMENT STRUCTURE

The management structure at Leicestershire Fire and Rescue Service is headed by the Chief Fire and Rescue Officer. He is supported by two Assistant Chief Fire Officers and five Area Managers. Together they form the Senior Management Team (SMT) of Leicestershire Fire and Rescue Service.

Please click visit the following link for the detailed management structure:

<http://www.leicestershire-fire.gov.uk/your-fire-service/who-we-are/organisation-structure/>

STRATEGIC AIMS AND ORGANISATIONAL VALUES

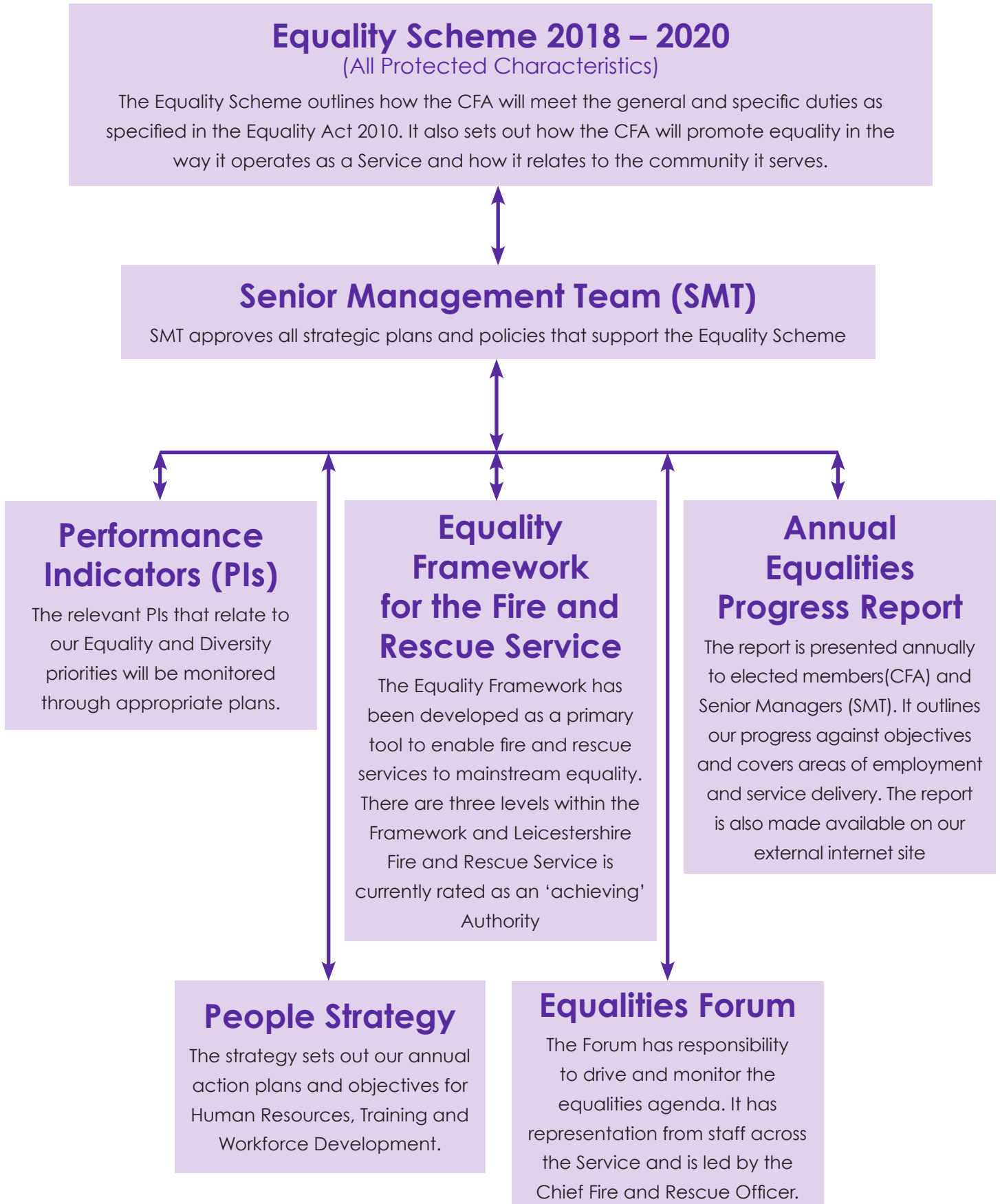
The CFA's equality and diversity plans are fully in line with the corporate aims, objectives and core values. The Equality Scheme has been designed to support the delivery of the aims and objectives, but also to ensure that equality is fully embedded in the business planning of the organisation. For further details about our strategic aims, objectives and organisational values, please see our corporate plan 'Towards 2020': <http://www.leicestershire-fire.gov.uk/wp-content/uploads/2016/07/Towards-2020-corporate-plan-and-IRMP.pdf>

WHO IS RESPONSIBLE?

The elected members of the CFA and the Chief Fire and Rescue Officer have overall responsibility for this Equality Scheme. Coordination of the day-to-day running of the Scheme rests with the Equalities Forum, the Head of People and Organisational Development and the Equality and Diversity Advisor.

STRUCTURE OF EQUALITY PLANS AND PROCESSES

In order to support the work of this scheme, each of the teams and plans outlined below will work together to achieve the CFA objectives.



Section 2

The demographics of our service area

Leicester, Leicestershire and Rutland Combined Fire Authority comprises three Constituent Authorities:

- The Unitary Authority of Leicester City Council – approximate population: 306,600
- The Unitary Authority of Rutland County Council – approximate population: 38,600
- The County Council of Leicestershire – approximate population: 648,700

Within the county of Leicestershire, there are seven district and borough councils; Blaby, Charnwood, Harborough, Hinckley and Bosworth, Melton Mowbray, North West Leicestershire, and Oadby and Wigston.

The population is growing and in 2011, it stood at around 1,000,000 people residing in just over 399,000 domestic properties. The detailed demographic data below provides an overview of the makeup of the population based on the Census figures for 2011. The CFA acknowledges that there has been significant changes in the in the population since 2011.

THE COMMUNITY PROFILE

Age

The table below provides the age profile in percentages (%) of our communities in Leicester, Leicestershire and Rutland.

	Blaby	Charn	Harb	Hinck Bos	Leics	Melton	NW Leics	Oadby Wigston	Rutland	LLR TOTAL
<15	17.42	15.85	17.81	16.47	19.79	16.88	17.68	16.12	16.21	17.75
15-24	11.57	17.46	10.37	10.81	18.16	10.96	10.86	15.08	12.40	14.62
25-34	10.80	11.64	9.19	11.12	16.63	10.18	10.77	10.66	10.07	12.66
35-44	14.71	13.18	14.86	14.18	13.00	13.95	15.04	12.58	12.93	13.67
45-54	14.75	13.43	15.80	14.85	11.88	15.72	14.86	14.34	13.81	13.70
55-64	12.78	12.03	13.72	14.16	9.26	13.93	13.42	11.84	13.59	11.83
65+	17.97	16.41	18.25	18.41	11.28	18.38	17.37	19.38	20.99	15.77

Disability

- More than 6,900 people in Leicester, Leicestershire and Rutland people claim disability living allowance.
- Research suggests that as much as 10% of any population is dyslexic – meaning approximately 100,000 people in our service area are dyslexic.
- The current Census data does not provide information on disabilities and therefore we are unable to provide any baseline data to support the disability profile of our population.

Ethnicity

The table below provides the ethnicity profile in percentages (%) of our communities in Leicester, Leicestershire and Rutland.

	Blaby	Charn	Harb	Hinck Bos	Leics	Melton	NW Leics	Oadby Wigston	Rutland	LLR TOTAL
Asian	6.09	9.72	3.00	2.14	37.13	1.03	1.15	22.29	0.98	16.08
Black	0.96	0.80	0.38	0.25	6.24	0.19	0.22	1.19	0.67	2.42
Mixed	1.60	1.55	1.14	0.98	3.51	0.82	0.94	2.09	1.04	2.02
Other	0.36	0.57	0.24	0.17	2.60	0.06	0.13	1.41	0.17	1.10
White	90.99	87.36	95.24	96.46	50.52	97.90	97.56	73.02	97.14	78.38

Our data analysis in 2017 indicates that in addition to our established vulnerable groups, people of a Black or Black British background are more likely to experience a house fire when compared to other ethnic backgrounds.

Gender

The table below provides a breakdown of the gender populations of our communities expressed as percentages (%).

	Blaby	Charn	Harb	Hinck Bos	Leics	Melton	NW Leics	Oadby Wigston	Rutland	LLR TOTAL
Female	50.78	50.08	50.40	50.80	50.62	50.93	50.43	51.63	49.38	50.55
Male	49.22	49.92	49.60	49.20	49.38	49.07	49.57	48.37	50.62	49.45

The analysis of home fire safety checks over the last three years has indicated that we are more likely to engage with women than men in the provision of community safety messages.

Religion or Belief

The table below provides a breakdown of the main religions declared by our population as percentages (%).

	Blaby	Charn	Harb	Hinck Bos	Leics	Melton	NW Leics	Oadby Wigston	Rutland	LLR TOTAL
Buddhist	0.20	0.36	0.22	0.22	0.39	0.23	0.21	0.25	0.29	0.30
Christian	62.28	59.29	70.30	68.74	34.32	72.70	69.20	51.53	73.31	54.96
Hindu	2.91	5.36	1.37	0.89	16.08	0.45	0.38	9.68	0.22	7.19
Jewish	0.07	0.08	0.14	0.05	0.09	0.02	0.04	0.26	0.16	0.09
Muslim	0.83	2.52	0.53	0.53	19.72	0.09	0.24	6.17	0.38	7.40
None	31.22	31.19	26.40	28.75	24.17	26.05	29.34	24.64	25.12	27.25
Sikh	2.11	0.80	0.79	0.43	4.64	0.10	0.14	6.94	0.09	2.35
Other	0.38	0.40	0.25	0.39	0.59	0.36	0.45	0.53	0.43	0.46

Sexual Orientation

The proportion of our communities whose sexual orientation can be said to be Lesbian, Gay and Bisexual (LGB) is approximately 6-8% (Stonewall). This means that we should aim to ensure that this community is reflected in its community engagement activities.

UNDERSTANDING OUR COMMUNITIES

In looking at our population, the key issue for the Fire and Rescue Service is the increasing vulnerability of individuals and households. The term vulnerability is used to describe the combination of social, economic and personal factors which tend to place individuals, households and communities at greater risk. Though much of the CFA area presents as a relatively affluent area, there are pockets of severe deprivation and significant inequalities of health and life expectancy, which are strategic priorities for all public services.

Life expectancy and the proportion of the population over 65 are predicted to increase (outside of Leicester City) with a related rise in mobility problems and disability. For the older population, the trend is also to encourage independent living rather than relying on the state and it is noteworthy that elderly people are over-represented as fatal fire casualties. Recent social and health trends surveys also suggest there is a significant likelihood of an increase in mental health problems in the population.

Our operational risk analysis suggests that there are strong links between socio-economic factors and fire (and road traffic collisions) deaths and injuries and recessions will often exacerbate existing deprivation. More single person households, growing fuel poverty, and the continuation of unhealthy lifestyle choices (drug and alcohol, addiction for example) tend to create greater demand for our services. Whilst it is true that public services have made significant inroads into tackling these risk factors through strong partnership working, there remains a small but significant minority of difficult cases that have proved consistently hard to reach.

The CFA intends to use the Census data to provide baseline information upon which it will compare its engagement activities with all communities living in Leicester, Leicestershire and Rutland.

Section 3

Why we need the equality scheme

The CFA believes that equality and diversity is at the centre of good practice for any organisation offering a public service. Therefore, we are committed to embedding good equality practices in all of its functions.

LEGISLATION

The Equality Act 2010 provides the legislative framework for which all listed public sector organisations are expected to comply, specifically:

- Section 149 of the Equality Act 2010 (the public sector equality duty), and
- The Equality Act 2010 (Specific Duties) Regulations 2011

THE PUBLIC SECTOR EQUALITY DUTY

Our Equality Scheme confirms how we intend to meet our statutory obligations in relation to the public sector equality duty. It also includes the CFA's equality objectives for the three year period. The objectives are outlined below.

As a public authority, the CFA has both a general duty and specific duties, aimed at eliminating unlawful discrimination and advancing equality of opportunity across all nine protected characteristics.

THE GENERAL DUTY

The general equality duty requires all public sector bodies (that are subject to the Act) to have due regard to three general areas when exercising their functions. These are:

1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act (minimising disadvantages suffered by people due to their protected characteristics).
2. Advance equality of opportunity between people who share a protected characteristic and those who do not (taking steps to meet the needs of people from protected groups where these are different from the needs of other people).
3. Foster good relations between people who share a protected characteristic and those who do not (encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low).

The general equality duty will also apply to any organisation that undertakes functions on behalf of a relevant public authority. This includes private and voluntary organisations which have been engaged to carry out public functions on behalf of a public authority. An example of this is the work we do with the Red Cross and similar organisations.

THE SPECIFIC DUTIES

The Equality Act 2010 (Specific Duties) Regulations 2011 requires all listed public sector organisations to:

- Publish equality objectives
- Publish equality information
- Publish information used for any analysis and decision-making
- Publish information about engagement

Please see Section 4 for details of how the CFA intend to meet the specific duties.

PROTECTED CHARACTERISTICS

The Equality Act 2010 provides protection against unlawful discrimination, bullying and harassment for the following nine protected characteristics (previous referred to as equality strands):

1. Age
2. Disability
3. Gender
4. Marriage and Civil Partnerships*
5. Pregnancy and Maternity*
6. Race
7. Religion or Belief
8. Sexual Orientation
9. Transgender or Gender Reassignment

ENFORCEMENT

The Equality and Human Rights Commission (EHRC) has the legal power to enforce both the general and specific duties. The EHRC can also issue a Notice of Compliance to any public authority failing to meet its equality duties. A Notice of Compliance requires a public authority to provide information about how they will comply with the general or specific duties, including what steps they will take.

* Advancing equality of opportunity and fostering good relations does not apply

Section 4

How we will meet our duty

EQUALITY SCHEME 2015-17

The Equality Scheme for 2015-2017 came to an end in 2017. The achievements and performance against the equality objectives are available through the following link: <http://www.leicestershire-fire.gov.uk/wp-content/uploads/2016/12/annual-report-and-statement-of-assurance-2015-16.pdf>

EQUALITY SCHEME 2018-20

The CFA has set an objective to achieve the 'excellent' level against the Fire and Rescue Service Equality Framework (FRSEF) by 2018. This means that this Equality Scheme will focus on areas that will drive the organisation towards this objective. However, the CFA has also taken into account other sources to inform this Equality Scheme including:

- Fire and Rescue Service Equality Framework
- Equality monitoring and analysis of service and workforce data
- National Joint Council Circular (NJC/04/18) - a report into developing fire and rescue strategies to support improvements in equality, diversity and inclusion
- Benchmarking results (Stonewall WEI and Employers Network for Equality and Inclusion)
- Staff input (Equalities Forum survey and responses from the employee attitude survey)

EQUALITY OBJECTIVES 2018-20

The CFA equality objectives for 2018-20 are:

- Achieve the excellent status of the Fire and Rescue Service Equality Framework
- Develop a skilled and committed workforce
- Embed equality practices in commissioning and procurement activity
- Deliver responsive services to our diverse communities

EQUALITY INFORMATION

Publishing equality information is a legal requirement under the specific duties of the Equality Act 2010.

The CFA will publish information which will include information relating to people who share a relevant protected characteristic who are:

- Its employees
- Affected by its policies and practices (for example, Service users)

The information must be published in a manner that is accessible to the public so that it enables service users, staff, the EHRC, regulators and other interested parties to assess the equality performance of the organisation.

The CFA will publish equality information on the Equality and Diversity pages on its website at <http://www.leicestershire-fire.gov.uk/your-fire-service/who-we-are/equality-and-diversity/>

EQUALITY ANALYSIS

The public sector equality duty does not impose a requirement for public sector organisations to undertake Equality Impact Assessments (EIAs). However, it does require listed public bodies to have due regard to each of the three parts of the General Duty. This means that listed public bodies must consciously consider the need to eliminate discrimination, advance equality and promote good relations.

Public sector bodies should also publish the information used for any analysis and decision making.

The CFA intends to continue utilising Equality Impact Assessments (EIAs) as a means of evidencing the impact of its functions, policies and practices on all protected characteristics. We will consider using EIA outcomes to inform policies.

ENGAGEMENT

As part of the specific equality duties, public authorities are required to publish information about the engagement they have undertaken.

By engaging with different groups, other service providers and stakeholders we can:

- Identify particular needs, patterns of disadvantage and poor relations
- Understand the reasons for disadvantage, low participation rates and poor relations
- Design initiatives to meet these needs and overcome any barriers
- Identify opportunities to promote equality and foster good relations
- Contribute to filling gaps in equality information
- Contribute in determining priorities
- Identify the relevance of our functions to equality
- Analyse the equality impact of particular programmes, policies or proposals
- Check the quality, relevance and comprehensiveness of our information

The CFA will utilise a number of strategies to ensure that it actively engages with other service providers, stakeholders and the different communities within Leicester, Leicestershire and Rutland.

Section 5

Consultation, review and publication

CONSULTATION

The CFA will consult with staff, representative bodies and interested external stakeholders before publishing the Equality Scheme in January 2018. We will ensure that feedback received from the consultation exercise is fully documented, considered and incorporated into the Equality Scheme where appropriate.

REVIEW

The Equality Scheme will be reviewed annually and the review will be co-ordinated by the Equalities Forum. The review will be based on the objectives and associated action plans. In addition, the review will also include the following key performance indicators.

- KCI 7.1** – The percentage of operational staff from a Black and Minority Ethnic background
- KCI 7.2** – The percentage of operational staff who are female
- KCI 7.3** – The percentage of support staff from a Black and Minority Ethnic background
- KCI 7.4** – The percentage of new recruits to operational roles who are female
- KCI 7.5** – The percentage of new recruits to the whole organisation that are from a Black and Minority Ethnic background
- KCI 7.6** – The percentage of new recruits to the whole organisation that are Lesbian, Gay or Bisexual
- KCI 7.7** – The percentage of new recruits to the whole organisation that have a disability

The results of the review will be supplied to the Chief Fire and Rescue Officer, and elected members before being published on the Service website. Other initiatives will be reported as part of the duty to prepare and publish equality information.

PUBLICATION

The Equality Scheme will be published on our web site at: www.leicestershire-fire.gov.uk

Copies of the Equality Scheme will be made available to all sections, stations, partners and local equality organisations and to all interested parties on request, either as a one-off or on an on-going basis.

The Equality Scheme and equalities annual reports will be made available in other languages, large print, braille, audio, etc. on request.

Please contact our Equality and HR Advisor, using the details on page 19, if you require information about this Equality Scheme in an alternative format.

COMPLIMENTS AND COMPLAINTS

For information regarding the complaints procedure or to lodge a complaint please visit our website, or alternatively you can contact the Service Information Team. The contact details are below:

CONTACT DETAILS:

Service Information Team
Leicestershire Fire and Rescue Service
Birstall
Leicester
LE4 3BU
Tel: 0116 287 2241
E-mail: info@LFRS.org
Web: www.leicestershire-fire.gov.uk

APPENDIX 1

OBJECTIVE ONE

Achieving excellence against the FRS Equality Framework (FRSEF)

ACTION	DUE DATE	RESPONSIBLE	STATUS
Develop and implement initiatives arising from the analysis and evaluation of community safety engagement activities	April 2018	Operational Area Managers	
Develop and implement actions arising from the ENEL benchmarking feedback	December 2018	Principle Equalities Lead	
Revise the shOUT! action plan to include feedback and best practice from Stonewalls WEI 2018	June 2018	Shout Staff Network	
Undertake a desk top self-assessment exercise at excellent level against the Fire and Rescue Service Equality Framework	January 2018	Head of POD (People and Organisational Development)	
Undertake an external assessment at Excellent level against the Fire and Rescue Service Equality Framework	TBC	Head of POD (People and Organisational Development)	
Publish gender pay gap analysis	April 2018	Head of POD (People and Organisational Development)	

OBJECTIVE TWO

Develop a skilled and committed workforce

ACTION	DUE DATE	RESPONSIBLE	STATUS
Review the Equalities Forum's terms of reference, name and its role within LFRS.	April 2018	Principle Equalities Lead	
Deliver appropriate training for Managers managing a diverse workforce for all Watch and Station Managers and support staff equivalent	On-going	Head of POD (People and Organisational Development)	
Build a promotion process workflow on e-recruitment system to allow equality data capturing	April 2018	Head of POD (People and Organisational Development)	
Develop a learning management tool to link appraisals, to development needs for individual staff	April 2020	Head of POD (People and Organisational Development)	
Develop a coaching and mentoring scheme for staff who are underrepresented in the promotion processes	April 2019	Head of POD (People and Organisational Development)	
Deliver equality and diversity refresher training four times a year	On-going	Head of POD (People and Organisational Development)	
Deliver Bullying and Harassment training four times a year	On-going	Head of POD (People and Organisational Development)	
Develop and roll out e-based training for 'unconscious bias' for all staff	April 2018	Head of POD (People and Organisational Development)	

Develop and deliver EIA (due regard) Training twice a year	On-going	Head of POD (People and Organisational Development)	
Roll out e-based training on transgender equality	March 2018	Head of POD (People and Organisational Development)	
Procure specific training for frontline staff on Race, Sexual Orientation, Disability and Religious beliefs	April 2018	Head of POD (People and Organisational Development)	
Design and publish bullying and harassment material for each protected characteristic	April 2018	Head of POD (People and Organisational Development)	
Undertake the staff personal information audit	April 2019	Head of POD (People and Organisational Development)	

OBJECTIVE THREE

Deliver responsive services to our diverse communities

ACTION	DUE DATE	RESPONSIBLE	STATUS
Devise and implement actions arising from the analysis of HFSC's equality monitoring data	April 2018	Operational Area Managers	
Extend equality monitoring in After Incident Surveys to include sexual orientation, transgender and religion of belief	September 2018	Planning and Performance Manager	
Investigate any disproportionate satisfaction levels for any protected characteristics arising from the After Incident Survey	April 2018	Head of Community Risk	
Adopt the Disability Confident Employers Scheme	December 2018	Principle Equalities Lead	
Implement monitoring systems for the uptake on workplace benefits within LFRS	June 2018	Head of POD (People and Organisational Development)	

OBJECTIVE FOUR

Embed equality in commissioning and procurement

ACTION	DUE DATE	RESPONSIBLE	STATUS
Develop a strategic approach for embedding equality into procurement and commissioning	April 2018	Head of Finance	
Review equality policies and monitoring data from all existing suppliers and contractors (with 50 or more employees)	December 2018	Head of Finance	
Provide access to LFRS equality and diversity training for suppliers and commissioned contractors (with 1-5 employees)	April 2019	Head of Finance	
Implement equality consideration checklist for all contract review meetings	April 2018	Head of Finance	
Advertise all prospective works/contracts on the contract finder portal to increase access to business opportunities for local businesses	April 2019	Head of Finance	
Develop marketing material for contract finder to raise awareness and access for our diverse communities	September 2019	Head of Finance	

Key Corporate Indicators (KCI) 7(1-7)

ACTION	DUE DATE	RESPONSIBLE	STATUS
Review barriers to career progression for operational female staff	April 2018	Head of POD (People and Organisational Development)	
Increase female interest/recruitment into On- Call firefighter roles	On-going	Head of Operational Response	
Design On-Call recruitment campaign material to include images of women and BAME	December 2018	Head of Operational Response	
Specifically target LGBT communities with LFRS job opportunities including On-Call firefighter roles	On-going	Head of POD (People and Organisational Development) Head of Operational Response	
Recruit Equality Champions for each station	December 2018	Principle Equalities Lead	

APPENDIX 2

EQUALITY AND DIVERSITY RELATED TRAINING

	LGBT+ Awareness Training	Disability Awareness Training	Equality Impact Assessment Training	Multi-faith Awareness Workshop
Operational				
Firefighters	M	M	X	M
Crew Manager	M	M	X	M
Watch Manager	M	M	S	M
Station Manager	M	M	M	M
Group Manager	S	S	M	S
Area Manager	S	S	M	S
Fire Service Manager	S	S	M	S
Support				
Administration	S	S	X	S
Coordinators	S	S	X	S
Advisor	S	S	M	S
Managers	S	S	M	S
Heads of Departments	S	S	M	S

	Race Awareness Training	Equality and Diversity Training	Bullying and Harassment Training
Operational			
Firefighters	M	M	M
Crew Manager	M	M	M
Watch Manager	M	M	M
Station Manager	M	M	M
Group Manager	S	M	M
Area Manager	S	M	M
Fire Service Manager	S	M	M
Support			
Administration	S	M	M
Coordinators	S	M	M
Advisor	S	M	M
Managers	S	M	M
Heads of Departments	S	M	M

KEY:

S = Suitable for role

X = Not suitable for role

M = Mandatory for role

If you ask, we can provide the information in this document in another format such as large print, Braille, an alternative language or audio version.

If you or anyone you know would like help in reading or understanding this document please contact us, providing your name, address and explaining the type of help that you need.

આ દસ્તાવેજની કોઈપણ બાબત સમજવામાં જો આપ કોઈ મદદ ઇચ્છતાં હોય તો મહેરબાની કરી લેસ્ટરશાયર ફાયર એન્ડ રેસ્ક્યૂ સર્વિસ (Leicestershire Fire and Rescue Service) Headquarters, 12 Geoff Monk Way, Birstall, Leicester, LE4 3BU પર સંપર્ક કરવો. મહેરબાની કરી આપનું નામ અને સરનામું પૂરું પાડવું અને કયા પ્રકારની મદદ કે જે આપને જોઈએ છે, તે વિગતવાર જણાવવું.

এই ডকুমেন্ট এর যে কোনটি বুঝতে যদি আপনার সহায়তা দরকার হয় তবে অনুগ্রহ করে যোগাযোগ করুন: লেস্টারশায়ার ফায়ার ও রেসকিউ সার্ভিস (Leicestershire Fire and Rescue Service) Headquarters, 12 Geoff Monk Way, Birstall, Leicester LE4 3BU দয়া করে আপনার নাম ও ঠিকানা এবং আপনার কি ধরনের সহায়তা দরকার তা উল্লেখ করবেন।

ਜੇਕਰ ਇਸ ਦਸਤਾਵੇਜ਼ ਦੇ ਕਿਸੇ ਵਿਸ਼ੇ ਨੂੰ ਸਮਝਣ ਲਈ ਤੁਸੀਂ ਕੋਈ ਮਦਦ ਲੈਣੀ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਲੈਸਟਰਸ਼ਾਇਰ ਫ਼ਾਇਰ ਐਂਡ ਰੈਸਕਿਊ ਸਰਵਿਸ (Leicestershire Fire and Rescue Service) Headquarters, 12 Geoff Monk Way, Birstall, Leicester, LE4 3BU ਨਾਲ ਸੰਪਰਕ ਕਰੋ। ਮਿਹਰਬਾਨੀ ਕਰਕੇ ਆਪਣਾ ਨਾਂ ਅਤੇ ਸਿਰਨਾਵਾਂ ਨਾਲ ਦਿਉ ਅਤੇ ਦੱਸੋ ਕਿ ਤੁਹਾਨੂੰ ਕਿਸ ਤਰਾਂ ਦੀ ਮਦਦ ਦੀ ਲੋੜ ਹੈ।

如需要協助理解本文件內任何資料請聯絡：里斯特郡消防及救援服務 (Leicestershire Fire and Rescue Service) Headquarters, 12 Geoff Monk Way, Birstall, Leicester LE4 3BU 請提供閣下姓名和地址以及說明哪條文需要幫助。

Jelzeli potrzebujesz pomocy w zrozumieniu treści tego dokumentu, skontaktuj się z (Leicestershire Fire and Rescue Service) Headquarters, 12 Geoff Monk Way, Birstall, Leicester LE4 3BU, podając swoje imię, nazwisko i adres i wyjaśniając, jakiej pomocy potrzebujesz.

यदि इस दस्तावेज़ के किसी विषय को समझने के लिए आप कोई मदद लेना चाहते हैं तो कृपया लैसटरशायर फ़ायर एंड रैस्क्यू सर्विस (Leicestershire Fire and Rescue Service) Headquarters, 12 Geoff Monk Way, Birstall, Leicester, LE4 3BU से संपर्क कीजिए। कृपया अपना नाम तथा पता साथ भेजें और बताएं कि आपको किस प्रकार की सहायता की जरूरत है।

اگر آپ کو اس دستاویز کے کسی بھی حصے کو سمجھنے کیلئے کسی قسم کی مدد درکار ہے تو براہ کرم لیسٹرشائر فائر اینڈ ریسکیو سروس (Leicestershire Fire and Rescue Service) Headquarters (Service Rescue), 12 Geoff Monk Way, Birstall, Leicester, LE4 3BU سے رابطہ کریں۔ براہ کرم اپنا نام اور پتہ فراہم کریں اور آپ کو جس قسم کی مدد درکار ہے اس کی وضاحت کریں۔

LEICESTERSHIRE

FIRE and RESCUE SERVICE



Headquarters, 12 Geoff Monk Way, Birstall, Leicester, LE4 3BU

Tel: 0116 287 2241 Fax: 0116 227 1330

Email: info@lfrs.org

www.leicestershire-fire.gov.uk

