

**LEICESTER, LEICESTERSHIRE & RUTLAND
COMBINED FIRE AUTHORITY**

ANNUAL EQUALITIES PROGRESS REPORT

2009-2010



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આ દસ્તાવેજની કોઈપણ બાબત સમજવામાં જે આપ કોઈ મદદ ઇચ્છતાં હોય તો મહેરબાની કરી લેસ્ટરશાયર ફાયર એન્ડ રેસ્ક્યૂ સર્વિસ (Leicestershire Fire and Rescue Service) Anstey Frith, Leicester Road, Glenfield, Leicester LE3 8HD પર સંપર્ક કરવો. મહેરબાની કરી આપનું નામ અને સરનામું પૂરું પાડશો અને કયાં પ્રકારની મદદ કે જે આપને જોઈએ છે, તે વિગતવાર જણાવશો.

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) Anstey Frith, Leicester Road, Glenfield, Leicester LE3 8HD 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) Anstey Frith, Leicester Road, Leicester LE3 8HD 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) Anstey Frith, Leicester Road, Glenfield, Leicester LE3 8HD 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) Anstey Frith, Leicester Road, Glenfield, Leicester LE3 8HD, 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 लैस्टरशायर फ़ायर एंड रैस्क्यू सर्विस (Leicestershire Fire and Rescue Service) Anstey Frith, Leicester Road, Glenfield, Leicester LE3 8HD से संपर्क कीजिए। कृपया अपना नाम तथा पता साथ भेजें और बताएं कि आपको किस प्रकार की सहायता की जरूरत है।

and Fire Leicestershire) 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) Anstey Frith, Leicester Road, Glenfield, Leicester LE3 8HD سے رابطہ کریں۔ براہ کرم اپنا نام اور پتہ فراہم کریں اور آپ کو جس قسم کی مدد درکار ہے اس کی وضاحت کریں۔



ANNUAL EQUALITIES PROGRESS REPORT

2009-2010

The last twelve months have been both exciting and challenging for Leicestershire Fire and Rescue Service



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**We will be working
diligently to ensure that
we continue making real
progress in equality**

Introduction

Leicestershire Fire and Rescue Service (LFRS) is proud to present the Equalities Annual Report for 2009-10.

The last twelve months have been both exciting and challenging for Leicestershire Fire and Rescue Service (LFRS). We have taken on new initiatives at a local level and worked on other initiatives at national level.

At national level we have supported the Communities and Local Government's 'Ordinary People, Extra Ordinary Career' campaign. A campaign targeting young girls and individuals from Black and Minority Ethnic communities to consider the FRS for both operational and non operational (for BME) roles and we also worked with Stonewall on two initiatives aimed at improving our approach to Lesbian, Gay and Bisexual equality in the Service.

LFRS participated in Stonewall's "Starting out" – A recruitment guide that specifically targets the Lesbian, Gay and Bisexual (LGB) community and the service also took part in the Stonewall Workplace Index 2010, an index of Britain's best LGB employers. We intend to use the results and feedback from these two programmes as a benchmark for future improvements in recognising sexual orientation as a key part of our equality and diversity agenda.

The bespoke Fire and Rescue Service Equality Framework (FRS EF) was also launched here in Leicester in December 2009. LFRS has adopted the new framework and the service hosted a national workshop on the Equality Framework Evidence Collection Tool (EF:ECT) in January 2010.

At local level we took on a new approach to our Outreach activities within the local communities focussing on presence and interaction. In addition to encouraging members of our target communities to consider a career with LFRS, the Outreach strategy is also helping to place LFRS at

the centre of local communities while promoting fire safety messages and having a visible presence. This has worked well as a joined approach with The Community Safety Support Team.

The Equalities Forum, which continues to support the service in advancing equality and diversity through open and honest debates. The Forum is setting a proactive agenda for ensuring that Equality and Diversity continues to move into the centre of all LFRS business. The drama-based training planned for later in the year and the contributions made to the IRMP are areas worthy of noting among other things.

Over the next twelve months we will be working diligently to ensure that we continue making real progress in equality and we intend to utilise the FRS Equality Framework to guide us along the journey.



Equality Impact Assessments (EIAs) remain an integral part of our equality scheme

Equality Scheme 2008-11

2009-10 is the second year of our three year Single Equality Scheme (SES). The single equality scheme sets out how the service will meet its obligations under equality legislation and provides details our three year action plan for undertaking Equality Impact Assessments (EIAs).


As part of our public duties we are required to publish Equality Schemes for Race, Gender and Disability. Our approach at LFRS has been forward looking and in 2008 we adopted a single equality scheme which takes into account the current public sector equality duties but also includes Sexual Orientation, Age, Religion or Belief, offenders and people with care responsibilities.

Equality Impact Assessments 2009-10

Equality Impact Assessments (EIAs) remain an integral part of our equality scheme. We continue to use EIA's as a systematic way of analysing the impact of our policy and function on all the strands we have included as part of our assessments for equality impact.

In 2009-10 we undertook a total of thirty seven EIA's to determine the extent of differential impact upon the relevant groups. In addition a further eight EIA's were undertaken as part of new policies being introduced in the service. Equality Impact Assessments are useful in identifying the basis for implementing changes that will remove any adverse impact on a particular group. This year shows an improvement in the quality of assessments being undertaken across the service. Appendix A outlines the EIAs that were undertaken in 2009-10.

An action plan has been drawn up based on the outcomes of the EIAs and this will be incorporated in next years equality and diversity work across the affected directorates.



We have taken steps to include the monitoring of sexual orientation and religion as part of our workforce equality monitoring

Workforce Monitoring 2009-10

Leicestershire Fire and Rescue Service continues to monitor the diversity of its workforce. In 2009-10 we have taken steps to include the monitoring of sexual orientation and religion as part of our workforce equality monitoring. This will take effect from the 1st April 2010 and will form part of the monitoring data for our Annual Equalities Report for 2010-11. However in this year's workforce monitoring we have covered the following areas:

- Staff currently employed.
- Applications for employment and internal vacancies (Including promotions).
- Staff receiving equality training *
- Staff who are subject to disciplinary.
- Staff who are involved in the grievance procedure.
- Staff who are involved in harassment and bullying complaints.
- Staff who end their service with us (please see below for employment monitoring information).

* Please see Overview of Equality and Diversity Training – on page 19 for further information.

Staff in Employment

There has not been any significant changes in the number of staff employed by LFRS over the last 12 months with the overall numbers of staff remaining almost constant. Table 1 below shows staffing levels, and any changes that have occurred over a two year period, i.e. from April 2008 to March 2010. LFRS has undertaken initiatives targeting under-represented groups, and while there are no significant changes in numbers, it appears that some of the initiatives are beginning to show positive results. In 2009-10 recruitment campaign for wholetime firefighters there were three female applicants who were successful although, one of the candidates did not proceed with the training at the Fire School College.

Table 1 Staff changes between 1 April 2008 and 31 March 2010

Area	Total Staff	Female (%)	BME (%)	Disabled (%)
2009/10				
Wholetime	481	11	17	19
Retained	277	9	1	1
Sub-total	762	20	18	20
FF Control	39	24	3	3
Sub-total	697	44	21	23
Support	184	111	16	25
Temp. Staff	6	5	2	3
Total	895	160	48	51
2008/09				
Wholetime	485	9	17	19
Retained	171	9	2	1
Sub-total	656	18	19	20
FF Control	35	24	4	3
Sub-total	691	42	23	23
Support	186	114	20	20
Temp. Staff	18	10	3	3
Total	895	166	72	46

Promotions

Table 2 below shows all promotions and the equality monitoring data in relation to race, gender and disability. There was a total of eighteen promotions across the Service and all promotions were in relation to operational roles. One of the eighteen promoted candidates was from a BME background but there were no females or people with disabilities promoted across the Service. This reflects the low numbers of BME, females and disabled staff within the operational roles.

Table 2 Promotions-2009/10

Establishment	Number of Promotions	Gender	BME	Disability
Whole Time	16	<ul style="list-style-type: none"> Males: 16 Females: 0 	1	0
Retained	2	<ul style="list-style-type: none"> Males: 2 Females: 0 	0	0
Support	0	<ul style="list-style-type: none"> Male: 0 Females: 0 	0	0
Total	18	<ul style="list-style-type: none"> Males: 18 Females: 0 	1	0

Recruitment and Selection

Department for Communities and Local Government (CLG) has set recruitment targets for all Fire and Rescue Authorities. The targets are aimed at supporting Fire and Rescue Authorities in recruiting a workforce that represents the communities in which the Fire Service operates. This is in line with the requirements of the National Equality and Diversity Strategy 2008 -2018.

The targets set by CLG have a focus on females and BME recruits only. The targets for female recruits are in relation to operational roles only, while those for BME are for roles across the services. LFRS targets for 2009-10 are 18% of new operational recruits should be women by 2013 and 20.5% BME (across the service).

In order to achieve its targets Leicestershire Fire and Rescue Service organised a positive action event leading to the start of the wholtime recruitment campaign for 2009-10. A total of ten new wholtime firefighters joined the Service in September 2009. The equality monitoring data from the recruitment campaign for 2009-10 is detailed in Table 3 below.

Leicestershire Fire and Rescue Service did not manage to achieve its recruitment targets for both female and BME recruits in 2009-10.

Leicestershire Fire and Rescue Service continues to take workforce under representation as a key priority and has developed an Outreach strategy aimed at addressing workforce underrepresentation and includes targeting specific community groups with a view of increasing interest in a career with Leicestershire Fire and Rescue Service.

Table 3 Wholtime firefighter Recruitment – 2009/10

Total applications	Total Recruited	M	F	WB	BME	NG	D
363*	10	7	3	9	1	0	0

Key: M=Males, F= Females, WB = White British, NG = Not Given, D = Disabled

* A detailed breakdown of equality monitoring data for all applications received is available with the Human Resources Team and can be made available on request.

Table 4 Retained and Internal Operational Recruitment Activity – 2009/10

Vacancy	Apps. Rec'd							Total Int.							App'ted						
		Gender		Ethnicity			D		Gender		Ethnicity			D		Gender		Ethnicity			D
		M	F	WB	BME	N			M	F	WB	BME	N			M	F	WB	BME	NG	
325-0708 Retained Firefighter – Moira	1	1	0	1	0	0	0	1	1	0	1	0	0	0	1	1	0	1	0	0	0
369-0509 Crew Manager Wigston	2	2	0	2	0	0	0	1	1	0	1	0	0	0	1	1	0	1	0	0	0
372-0509 Retained Crew Manager – Melton	3	3	0	3	0	0	0	3	3	0	3	0	0	0	1	1	0	1	0	0	0
376-0709 Crew Manager	16	16	0	16	0	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0
377-0709 Retained	21	21	0	21	0	0	1	6	6	0	6	0	0	0	2	2	0	2	0	0	0
378-0709 Watch Manager	10	10	0	10	0	0	0	5	5	0	5	0	0	0	0	0	0	0	0	0	0
385-0909 Retained Duty System Manager	3	3	0	3	0	0	0	1	1	0	0	0	0	0	1	1	0	1	0	0	0
388-1109 Station Manager	21	15	2	14	1	6	0	7	6	0	6	1	0	0	4	4	0	4	0	0	0
390-1109 Crew Manager	26	26	0	25	0	1	0	4	4	0	4	0	0	0	0	0	0	0	0	0	0
391-1109 Watch Manager	23	23	0	20	2	1	0	10	10	0	10	0	0	0	0	0	0	0	0	0	0
393-1209 Retained Crew Manager – Coalville	3	3	0	3	0	0	0	2	2	0	2	0	0	0	0	0	0	0	0	0	0
394-0110 Retained Watch Manager – Moira	1	1	0	1	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
395-0210 Retained Crew Manager – Coalville	2	2	0	2	0	0	0	2	2	0	2	0	0	0	1	1	0	1	0	0	0
407-0710 Crew Manager	13	13	0	0	0	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
408-0710 Watch Manager	9	7	0	0	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
409-0710 Part time Watch Manager Training Instruct	1	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
344-0708 Retained Watch Manager – Billesdon	1	0	1	0	0	1	0	1	0	1	0	0	1	0	1	0	1	0	0	1	0
347-0808 Retained Watch Manager – Wigston	1	1	0	0	0	1	0	1	1	0	0	0	1	0	1	1	0	0	0	1	0
348-0808 Retained Watch Manager – Coalville	1	1	0	0	0	1	0	1	1	0	0	0	1	0	1	1	0	0	0	1	0
349-0908 Crew Manager	18	15	0	0	0	18	0	8	6	0	0	0	6	0	2	2	0	0	0	2	0
350-0908 Watch Manager	17	12	0	1	0	11	0	4	3	0	1	0	3	0	0	0	0	0	0	0	0
352-1008 Retained Crew Manager – Coalville	2	2	0	0	0	2	0	2	2	0	0	0	2	0	1	1	0	0	0	1	0
353-1008 Fire Control Operator	93	48	45	76	14	3	6	26	7	19	23	0	0	1	7	0	7	6	0	1	0
354-1008 Firefighter Transferees	17	17	0	6	1	10	0	6	6	0	4	0	2	0	6	6	0	4	0	2	0
355-1008 Retained Watch Manager – Melton	2	2	0	0	0	2	0	2	2	0	0	0	2	0	1	1	0	0	0	1	0
362-0309 Station Manager	16	15	1	14	1	1	1	4	4	0	4	0	0	1	4	4	0	4	0	0	1
363-0309 Watch Manager	20	20	0	0	0	20	0	6	6	0	0	0	6	0	0	0	0	0	0	0	0
364-0309 Crew Manager	14	14	0	0	0	14	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0
365-0309 Group Manager	15	8	0	0	0	15	0	4	4	0	0	0	4	0						0	0
Total	191	145	46	160	23	8	9	70	53	17	61	2	7	1	24	18	6	21	1	2	0

Key: M = Male, F = Female,

WB = White British, BME = Black and Minority Ethnic, D = Disability, NG = Not Given

Support Staff

The information below (Table 5) shows the number of appointments to support roles made during 2009-10. A total of 11 appointments were made during the stated period. Five of the 11 appointments were female and only one individual declared themselves as having a disability. 10 of the 11 appointed indicated their ethnicity as White British and there were no candidates appointed from a minority ethnic background. Table 5 only shows nine vacancies to which appointments were made and this is because one appointment (ICT Project Co-ordinator) was made on a job share basis and two individuals were recruited to the post while another position had no campaign number because it was an apprenticeship role. All appointed candidates indicated their, ethnicity (except one), gender, and disability status.

Table 5 Support Staff Activity 2009/10

Vacancy	Apps. Rec'd							Total Int.							App'ted						
		Gender		Ethnicity			D		Gender		Ethnicity			D		Gender		Ethnicity			D
		M	F	WB	BME	NG			M	F	WB	BME	NG			M	F	WB	BME	NG	
387-1009- Internal Verifier Support Coordinator	28	13	15	13	4	11	0	2	0	2	2	0	0	0	1	0	1	1	0	0	0
380-0709 Fire Watch Co-coordinator	32	21	11	17	7	8	0	6	4	2	6	0	0	0	1	1	0	0	0	1	0
389-1109 Part time Administration Assistant	136	33	103	75	28	26	0	5	0	5	4	0	1	0	1	0	1	1	0	0	0
381-0709 Administrative Assistant	121	22	99	65	25	31	0	8	0	8	5	2	1	0	1	0	1	1	0	0	0
313-0409 ICT Project Co-coordinator	17	12	5	11	5	1	0	4	2	2	4	0	0	0	2	1	1	2	0	0	0
375-0609 Performance Co-coordinator	34	19	15	24	5	5	1	4	2	2	3	1	0	1	1	1	0	1	0	0	1
374-0609 Temp Finance Clerk	78	35	38	23	25	30	0	6	4	2	2	2	2	0	1	1	0	1	0	0	0
368-0409 Clerk of the Works	26	23	1	14	1	11	0	4	3	1	4	0	0	0	1	0	1	1	0	0	0
384-0809 Service Development Programme Manager	43	23	20	27	8	8	1	6	5	1	5	0	1	0	1	1	0	1	0	0	0
Total	437	166	269	236	83	101	2	39	16	23	33	5	5	1	10	5	5	9	0	1	1

Monitoring Disciplinary, Grievances and Harassment and Bullying

The Service also monitors disciplinary, grievances and any cases on bullying and harassment. Tables 6-9 give a breakdown of all cases that have been brought to the attention of the Service.

Table 6 Summary of Disciplinary, Grievances, Harassment and Bullying – 2008/9 to 2009/10.

	Staff Area	Disciplinary	Grievances	Harassment and Bullying	Recruitment Complaints
2009/10	Operational	17	10	2	0
	Support	0	1	0	0
2008/09	Operational	3	13	0	0
	Support	6	0	3	0

Table 6 above shows a rise in the number of cases relating to disciplinary action against operational staff in 2009-10. However only two of the 17 cases of disciplinary involved individuals for whom equality monitoring applies. This does not indicate any disproportionate application of disciplinary procedure with Leicestershire Fire and Rescue Service. Please see Table 7 below.

Detailed Monitoring Information for 2009/10

Table 7 Monitoring Disciplinary 2009/10

Year	Staff Area	Total No	Gender		Ethnicity		D	Action Taken	Appeals
			M	F	W	BME			
2009/10	Operational	17	16	1	15	1	0	<ul style="list-style-type: none"> • 1 no case to answer • 10 Verbal warning • 1 first written warning • 3 Final written warning • 2 summary dismissals • 0 ongoing 	2
	Support	0	0	0	0	0	0		

15 of the disciplinary cases relating to operational staff involved white British males. There were two disciplinary cases with relevance to our equality duties. One case involved a female member of the operational staff and the other involved a male of BME background. Both cases were of a serious nature with one resulting in a summary dismissal while the other was a final written warning

for 18 months. Both cases were subject to appeals. The decision to dismiss was upheld while the final written warning was reduced from 18 months to 12 months following the appeal. There were no cases involving staff with disabilities. Details of the offences have deliberately been left out to protect the identity of the members of staff involved.

Table 8 Monitoring Grievances – 2009/10

Year	Staff Area	Total No	Gender		Ethnicity		D	Action Taken	Appeals
			M	F	W	BME			
2009/10	Operational	10	9	1	10	0	0	<ul style="list-style-type: none"> • 1 Upheld • 3 not upheld • 2 partially upheld • 4 Pending 	2 appeals (not upheld)
	Support	1	0	1	1	0	0	1 not upheld	None

The information above indicates a total of twelve grievance cases lodged by operational staff and one by a member of the support staff. It is worth noting that the two of the twelve cases involved group grievances which account for seven of the twelve cases. In terms of monitoring for equality, only one of the twelve cases was raised by a female member of staff and it was in relation to proposed changes to the terms and conditions of employment. The one grievance raised by support staff also involved a female member of staff and related to the issuance of performance and capability proceedings. There were no issues raised by staff from a BME or with a disability background.

Table 9 Monitoring Bullying and Harassment 2009/10

2009/10										
All Support										
Complaint from	M	F	WB	BME	Complaint Against	M	F	WB	BME	Action Taken
	1	1	2	0		3	0	3	0	0

The Service received two complaints relating of bullying and harassment. One complaint was relevant to equality in that it related to sex discrimination. The complaint was made by a female employee of another service against two members of Leicestershire Fire and Rescue Service. However the complaint was not upheld and the Service had not received any appeal at the time of preparing this annual report. The other complaint has no relevance to equality monitoring.

LFRS will continue to make improvements to its buildings to ensure that these are fully compliant with any legal requirements



Overview of Equality and Diversity Training

Leicestershire Fire and Rescue Service continues to run training sessions in line with its Customer Service and fairness Training strategy. The main purpose of the training is to ensure that employees of Leicestershire Fire and Rescue Service are fully aware of the Services' policies relating to Equality, diversity and bullying and harassment.

During 2009-10 the focus was on delivering bullying and harassment training to all retained firefighter personnel. Eight of the eleven Retained stations received training on bullying and harassment with the remaining three to be completed during the 2010-11 financial year.

Course evaluations indicate that participants found the course content, materials used, and the knowledge of the trainer to have met their individual needs. This is also reflected in

the summary report of the employee survey which showed that over 65% of employees believed that the Services' policies on bullying and harassment were effective.

There were no training sessions on Equality Impact Assessments were held during 1 April 2009 and 31 March 2010 although support was given to all individuals who required further support when undertaking EIAs.

LFRS will continue to explore other effective means of engaging its workforce in ensuring that its values for diversity are fully appreciated in all service areas and at all levels.

Below is a list of equality and diversity related training activities that the service has run over the 12 months leading to the 31 March 2010.

Table 10 Training and Development Activity 2009-10

Staff Area	Disciplinary Grievances	Recruitment Complaints
Equality and Diversity Awareness Training included into the Corporate Induction Day. Three hour interactive session for all new staff	Delegates attending the Corporate Induction Day completed a three hour Introduction to Equality and Diversity session as part of the induction day. Four Inductions Days were held between 1 April 2009 and 31 March 2010.	57
Equality and Diversity Awareness Training (operational and support employees)	Equality and Diversity Awareness Training . Four sessions were delivered between 1 April 2009 and 31 March 2010.	52
Lesbian Gay and Bisexual Awareness Sessions	1 awareness training session was delivered between 1 April 2009 and 31 March 2010	22
Equality Impact Assessment Training	No training sessions on Equality Impact Assessments were held 1 April 2009 and 31 March 2010.	0
Bullying and Harassment Training	A total of eight training sessions were run for retained staff between 1 April 2009 and 31 March 2010.	79

Tolerance as well as developing an understanding and awareness of the needs of others is an integral part of our programme



Prince's Trust Team Programme

Leicestershire Fire and Rescue Service has been a Delivery Partner of the Prince's Trust for the past 13 years, offering Team programmes to over 1600 young people.

The Prince's Trust Team offers a unique 12-week full time programme of personal development for young people aged between 16-25 year olds. Our target groups are focused on individuals who would otherwise be socially excluded from mainstream activities and these include young people in care or leaving care, offenders and ex-offenders, those that have underachieved in mainstream education as well as those that are unemployed. There is also a particular focus on young people from Black and Minority Ethnic (BME) background, disabled, lone parents and asylum seekers and refugees.

The programme is designed to enhance personal development through the process of planning, action and review. Our aim is to enable young people on the Team programme to develop the necessary skills, confidence and motivation required to increase their employability. Over the last year all young people completing the Team programme have achieved a City & Guilds Level 1 Certificate in Personal Development and Contributing to the Community, as well as wider key skills in problem solving, working with others, and improving individual learning and performance.

Statistics from the Prince's Trust for the period 1 April 2009 to 31 March 2010 show that 154 unemployed young people took part on 11 Teams with an 87% retention rate.

This compares to 2008-09 when participation was 152 young people, and the retention rate was lower at 78%.

The Prince's Trust values differences and recognises that it is the responsibility of its Delivery Partners, such as LFRS, to ensure that the programme is accessible, valid, relevant and attractive to the broadest and most diverse cross-section of young people. LFRS will strive to ensure it is at the forefront of good practice in embracing diversity and widening participation.

The Prince's Trust set LFRS a target of 12% minority ethnic mix for 2009/10 and we achieved 14% (regional average is 11% and 7% for the 14 Fire and Rescue Services in the country who deliver the Team programme). For the same period 28% were disabled (regional average is 23%). 85% of those taking part were classed as educational under-achievers and 14% were offenders/ex-offenders.

Tolerance as well as developing an understanding and awareness of the needs of others is an integral part of our programme and the community project (weeks 3-6) and team challenges (week 11) will help the young people to demonstrate an awareness and understanding of the needs of others outside their Team. Over £5000 has been raised for community projects during 2009/10 and recent projects have included decorating rooms at Mencap, Leicester and tidying gardens at Herrick Junior School in the Rushey Mead area of Leicester and Gwendoline House Community Centre in Earl Shilton. These help develop a sense of responsibility within the local community.



CSST has engaged with many different community groups and attended a wide variety of public events, clubs and residential homes

Community Safety Support Activities

Leicestershire Fire and Rescue Service has continued to fit smoke alarms for vulnerable members of the public. The policy for carrying out Home fire Safety Checks (HFSC's) has now changed and focuses on addresses identified, through the 'Mosaic' Social Marketing software, as being households in the most vulnerable socio-economic groups. In order to ensure a fair service, the Community Safety Support Team (CSST) has taken over responsibility for carrying out HFSC's in areas where the Service provides a retained station service. We continue to fit specialist smoke alarms for deaf people. In addition to this we have formed partnerships with The Drugs and Alcohol Team and with the police for 'Hate Crime' referrals, so that we can respond very quickly to high risk families or individuals.

CSST has engaged with many different community groups and attended a wide variety of public events, clubs and residential homes. At Diwali and Eid the CSST members visited places of worship and talking to members of the public in the Belgrave Road area. We have also made good links with the Traveller site at Meynells Gorse and have taken the Community Safety pod to the site delivering fire safety messages. We have attended large community events including the Kidmah, Belgrave Mela, the Leicester Pride, World Mental Health Day and Chinese New Year celebrations.

Below are some of the community groups CSST visited last year, with approximate audience figures:

- Adults with learning disabilities: 11 events, 680 people
- Elderly people: 30 events, 2,325 people
- People with mental health problems: 2 events, 70 people
- People with visual impairments: four events, 70 people
- Disabled people: nine events (including four for people with brain injuries) 125 people
- Carers: four events, 470 people
- People with hearing impairments: one event, 200 people.
- Ethnic minority groups: 11 events, 4,600 people

Other groups included single parents, students, ESOL groups and as always we attended every primary school across the three local authorities to deliver fire safety sessions. We make every effort to offer a fair service, making visits to Pupil Referral Units, Special Schools Units and the Hospital School. Over the last year we have supported the launch of the 'Keep Safe' card for children with learning difficulties. Some of the Community Safety Educators are now acting as support for the Firecare (intervention scheme for juvenile fire setters) advisors so that they can engage more effectively with ethnic minority groups.

'Everyone Matters', a special needs awareness training DVD, was also produced in partnership with Warwickshire and West Midlands Fire Services. This is intended for operational and Community Safety staff, to give them some basic advice on how to communicate more effectively with adults and children with special needs. In making the DVD we engaged a local group of adults with learning disabilities from the Loughborough area who took part in one of the DVD scenes. The DVD will soon be as part of community safety education resources for operational crews.

The Equalities Forum continues to play an important role in advancing equality throughout the Service



The Equalities Forum

The Equalities Forum continues to play an important role in advancing equality throughout the Service and has seen a successful start in rolling out the Outreach Strategy 2009-13. The strategy provides a set of clear objectives that guides the work of LFRS in its efforts to improve representation of females operational staff and BME staff in our workforce.

Outreach 2009-10

In 2009-10, the outreach team attended eight community events across Leicester and Leicestershire as part of the Outreach Strategy initiatives to raise the profile of the Service in the community and raise awareness of the firefighter's role. A total of 168 individuals expressed a keen interest in considering a career with LFRS as operational firefighters. A further 16 females contacted the Service expressing an interest following our media campaigns specifically targeting women.

Ordinary People Extra Ordinary Career

The Equalities forum has also played a key role in implementing the 'Ordinary People, Extra Ordinary Career' national campaign. The campaign developed by The Communities and Local Government (CLG) department is aimed at changing attitudes and perceptions towards a career in the Fire and Rescue Service in particular among women and people from Black and Minority Ethnic groups. LFRS has supported the campaign and as at March 2010, 142 individuals had registered an interest in a firefighter career through our initiative. This breaks down as follows.

Table 11 Ordinary People Extra Ordinary Career – Registered Interest 2009/10

Total Registered	White Male British	Female	BME	LGB	Disability
142	90	13	29	8	2

Sexual Orientation

During the last 12 months there has been a real focus on ensuring that the Service makes real progress in relation to sexual orientation as part of our efforts to improving equality for all. The Equalities forum agreed to utilise Stonewall programmes to benchmark and guide our approach in relation to LGB equality. Our approach included a submission to Stonewall's 'Starting out' recruitment guide. A publication that is distributed nationally and is aimed at the gay, lesbian and bisexual community.

The service also took part in Stonewall's Workplace Equality Index 2010 and was judged as 'good' for a first time participant. The Workplace Equality Index (WEI) is Stonewall's comprehensive annual benchmarking exercise that showcases Britain's top employers for lesbian, gay and bisexual staff. The feedback from the WEI will form the basis for any improvement initiatives for 2010-11.

We have included sexual orientation as one of the areas for which we will monitor for equality in relation to our workforce as well as complaints received by the Service. This means that LFRS equality monitoring for 2010-11 and beyond will include all the current equality strands.

During the last 12 months there has been a real focus on ensuring that the service makes real progress in relation to sexual orientation as part of our efforts to improving equality for all

Appendix A

The Equality Scheme Action Plan 2009-10

Equality Impact Assessments (EIA) requiring further action

Action Plan – Year 2 of 3

Corporate Management Board

Policies/Functions	Results	Action Required
Not applicable until year 3	None	None

Corporate Resources Directorate

Policies/Functions	Results	Action Required
Computer Systems Policy	General EIA done on ITC policy recognising individual needs to be applied as requested	Monitor requests for disability and language requests
Electronic Communications Systems Policy	General EIA done on ITC policy recognising individual needs to be applied as requested	Monitor requests for disability and language requests
Reactive Maintenance		
Estates Maintenance Policy	Potential adverse impact identified	Monitor any adverse impact on identified groups

Community Safety Directorate

Policies/Functions	Results	Action Required
Regulatory Reform Order inspection programme		
Enforcement Policy Statement		
Audit Procedure	No implications identified although this may impact on disabilities and religion/faith	EIA to be reconsidered
Consultation Policy Statement		
Consultation Policy Statement	Potential adverse impact identified for gender and religion	To be included as part of staff consultation and during outreach activity.
Disciplinary	Potential for adverse impact identified	This is monitored as part of annual equalities reporting
Grievance	Potential for adverse impact identified	This is monitored as part of annual equalities reporting
Flexible Working	Potential for adverse impact identified for disability and people with caring responsibility	Include in staff consultation to establish effectiveness of current policy
Honorarium	No adverse impact identified	No further action required
Management Information (Views)	Potential adverse impact for disabilities	No further action required
Maternity and Childcare	Potential adverse impact on gender but legally justifiable	No further action required
Maternity and Childcare	No adverse impact identified	No further action required
Mobile Phone Policy	No adverse impact identified	No further action required
Overtime Policy	Potential adverse impact for people with care responsibility	No further action required
Retirement and Pension	Potential adverse impact on age and disability	Monitor impact on age and disability

Policies/Functions	Results	Action Required
Temporary promotion procedure	No adverse impact identified	This is monitored as part of annual equalities reporting
Termination of employment	No adverse impact identified	No action required
ADC Process (regional)	No adverse impact identified	Monitor impact on race, disability and gender
Development Programmes	No adverse impact identified	Monitor impact on race, disability and gender
SDPB Policy and Procedure	No adverse impact identified	Prepare EIA's for all proposed projects to SMT
Audit Policy	No real implications identified	No further action

Finance and Corporate Risk Management Directorate

Policies/Functions	Results	Action Required
Employee Health and Wellbeing		
Workplace Smoking Policy		
Information Sources	Adverse impact identified on a number of strands	Monitor for impact on specific groups

Organisational Development Directorate


Policies/Functions	Results	Action Required
Absence Management	Low potential for adverse impact	Monitor impact for race, gender and in particular disability
Continual Professional Development Policy	No adverse impact identified	Monitor the failure rates for Race, Gender and disability

Policies/Functions	Results	Action Required
Day Duty System	Potential adverse impact identified for gender and religion	To be included as part of staff consultation and during outreach activity.
Disciplinary	Potential for adverse impact identified	This is monitored as part of annual equalities reporting
Grievance	Potential for adverse impact identified	This is monitored as part of annual equalities reporting
Flexible Working	Potential for adverse impact identified for disability and people with caring responsibility	Include in staff consultation to establish effectiveness of current policy
Honorary	No adverse impact identified	No further action required
Management Information (Views)	Potential adverse impact for disabilities	No further action required
Maternity and Childcare	Potential adverse impact on gender but legally justifiable	No further action required
Mobile Phone Policy	No adverse impact identified	No further action required
Overtime Policy	Potential adverse impact for people with care responsibility	No further action required
Retirement and Pension	Potential adverse impact on age and disability	Monitor impact on age and disability
Temporary promotion procedure	Potential for adverse impact identified	This is monitored as part of annual equalities reporting
Termination of employment	No adverse impact identified	No action required
ADC Process (regional)	No adverse impact identified	Monitor impact on race, disability and gender
Development Programmes	No adverse impact identified	Monitor impact on race, disability and gender

Policies/Functions	Results	Action Required
SDPB Policy and Procedure	No adverse impact identified	Prepare EIA's for all proposed projects to SMT
Audit Policy	No adverse impact identified	No further action

New Policies Across the Organisation

Policies/Functions	Results	Action Required
Work experience placements	Low level concerns identified	Monitor for equality on all applications and placements granted
Retirement and re-employment	Potential adverse impact identified for race, gender, disability and age	Monitor the impact on race, gender and disability.
Workforce planning	Adverse impact identified for most of the strands	The impact of the policy and any mitigating factors should be monitored annually
Criminal Record Checks (CRB's)	Potential adverse impact for Race and offenders	Monitor impact on race and offenders



We have taken on new initiatives at a local level and worked on other initiatives at national level

LEICESTERSHIRE

FIRE and RESCUE SERVICE

Leicestershire Fire and Rescue Service

Anstey Frith Leicester Road Glenfield Leicester LE3 8HD

Telephone: 0116 287 2241 Fax 0116 231 1180

www.leicestershire-fire.gov.uk