

## Equality, Diversity and Inclusion (EDI) Plan Delivery Framework: Q4 2020-21 Update

Our Organisation – Leadership and Corporate Commitment				
Objectives	Action	Performance Measure	Progress Update	RAG
<p>Our leaders will provide visible leadership to ensure our people; our partners and our communities see the personal commitment to inclusion.</p> <p>We will maximise the transparency of our organisation so our activities can be scrutinised and we can be held accountable.</p>	<ul style="list-style-type: none"> <li><b>EDI Champion:</b> Establish FRA member with portfolio for EDI.</li> </ul>	<ul style="list-style-type: none"> <li>Champions established and awareness and understanding of the role embedded in organisation and Authority.</li> </ul>	Two EDI Member Champions had been established. This role will be revisited in Q1 2021 – 2022 following recent changes within the FRA.	Green
	<ul style="list-style-type: none"> <li><b>SMB EDI Champion</b> Establish SMB level champion not as a sponsor but as an active participant setting the tone from the top.</li> </ul>	<ul style="list-style-type: none"> <li>Champions established and awareness and understanding of the role embedded in organisation and Authority.</li> </ul>	Deputy Chief Fire Officer established as SMB EDI Champion.	Green
	<ul style="list-style-type: none"> <li><b>People Impact Assessments:</b> Refresh our approach to assessing impacts on equalities</li> </ul>	<ul style="list-style-type: none"> <li>Key decisions, policies and processes are supported by a people impact assessment leading to positive outcomes for protected groups.</li> </ul>	A number of staff have attended the NFCC People Impact Assessment training. NFCC Equality of Access documents and protected characteristics factsheets are available on our staff Intranet. A toolkit for staff and a training video has been developed for wider rollout. This work will traverse into Q1 2021 – 2022.	Amber (On-going)
	<ul style="list-style-type: none"> <li><b>SMB EDI Objectives:</b> SMB to set EDI objectives for 2021-2022</li> </ul>	<ul style="list-style-type: none"> <li>Leadership is visible in driving the EDI agenda forward</li> </ul>	DCFO will facilitate the setting of EDI objectives by SMB by the end of Q1 21-22.	Amber (On-going)
	<ul style="list-style-type: none"> <li><b>Equality and Gender pay gap reporting:</b> Complete report and publish results. Communicate results and future actions to staff and community.</li> </ul>	<ul style="list-style-type: none"> <li>Analysis informs specific actions to help reduce the gender pay gap. Results used to inform targeted positive action.</li> </ul>	Gender pay gap information reported to Government website as per the Regulations.	Green

Our Communities – Understand, engage and build good relationships				
Objectives	Action	Performance Measure	Progress Update	RAG
<p>We will better understand our communities by ensuring we put in place systems that enable the collection, collation and analysis of community data and information.</p> <p>We will enhance our engagement with our communities to foster good relationships and understand community priorities.</p>	<ul style="list-style-type: none"> <li><b>Equality Objectives:</b> Review and refresh our equality objectives.</li> </ul>	<ul style="list-style-type: none"> <li>Revised equality objectives are publicised and scrutinised and form the basis of the work we do.</li> </ul>	Proposed equality objectives drafted with direct links to EDI Plan. Online survey launched to gain staff feedback and staff focus group held. Final proposal regarding the equality objectives to be presented at the Audit & Standards Committee in July 2021 for approval.	Green
	<ul style="list-style-type: none"> <li><b>Community events:</b> Active participation in events e.g. local Pride events, etc. as a recruitment/outreach opportunity.</li> </ul>	<ul style="list-style-type: none"> <li>Increased attendance and participation at events. Positive feedback from protected characteristic groups in the community and workplace.</li> </ul>	COVID-19 has continued to make the physical support of community events a challenge. However, supporting events virtually has been explored e.g. local Chinese Associations were liaised with in respect of virtual celebrations for Chinese New Year. In addition, with social distancing measures in place, colleagues from Worcester Station, our EDI Officer, Kathryn Berry and SC John Elsworth supported the Worcestershire Polish Association with their celebrations for Polish Heritage Day, further strengthening our links with the Polish Community.	Amber (On-going)
	<ul style="list-style-type: none"> <li><b>Community groups:</b> Develop and maintain a central list of community groups for engagement and consultation purposes.</li> </ul>	<ul style="list-style-type: none"> <li>Up to date list of contacts developed and utilised. Local priorities are shaped through partnership and community engagement. Groups are consulted on equality plans, recruitment messages, etc.</li> </ul>	<p>A shared directory continues to be developed in liaison with our Community Risk team, creating a list of key local community group contacts.</p> <p>Positive relationships continue to be built with the High Sheriff of Herefordshire and the President of the British Red Cross (Herefordshire, Worcestershire and Shropshire) to enable sharing of networks and contacts to further this workstream.</p>	Amber (on-going)
	<ul style="list-style-type: none"> <li><b>Local Demographic</b></li> </ul>	<ul style="list-style-type: none"> <li>Frontline staff better</li> </ul>	Factsheets available on staff intranet	Amber

	<b>Guidance:</b> Produce information to raise awareness of our diverse communities	understand the different risks and needs of protected groups.	with data on ethnic and religious composition of our two counties, including predominant languages spoken. Detailed information about culture/religions available on staff intranet.	(on-going)
<b>Our People – Develop, engage and understand</b>				
Objective	Action	Performance Measure	Progress Update	RAG
We will develop our people to better understand diversity and inclusion.  We will create an inclusive culture where our people feel able to be themselves.	<ul style="list-style-type: none"> <li><b>EDI training:</b> Review current training programme.</li> </ul>	<ul style="list-style-type: none"> <li>Feedback from staff is positive and staff awareness in relation to EDI is increased.</li> </ul>	<p>Completion rates of our EDI in the Workplace training package for all employees and new starters are monitored.</p> <p>EDI training is being mainstreamed into our learning and development offer.</p>	Green
	<ul style="list-style-type: none"> <li><b>EDI Content:</b> Develop dedicated intranet space for EDI content, e.g. information on key EDI events such as International Women’s Day, Black History Month, etc.</li> </ul>	<ul style="list-style-type: none"> <li>EDI calendar of messages and EDI content available to staff</li> </ul>	<p>EDI content being shared via staff intranet on an ongoing basis.</p>	Green
We will better understand our workforce composition through our workforce data.  We will put in place effective strategies to enable engagement with our staff and networks to continue to develop an inclusive culture.	<ul style="list-style-type: none"> <li><b>Induction:</b> Review EDI content provided as part of the induction process for new starters.</li> </ul>	<ul style="list-style-type: none"> <li>Updated EDI information included in induction.</li> </ul>	<p>Direct input provided to our new intake of Wholtime recruits in collaboration with Women@HWFire network, EDI Officer and Engagement &amp; Wellbeing Officer. Arrangements made with Training Centre for this input to be given to all new recruits going forward.</p>	Green

	<ul style="list-style-type: none"> <li>• <b>Diversity monitoring:</b> Review diversity monitoring questionnaires to ensure consistency. Data collection campaign to be run in collaboration with Corp Comms to encourage current staff to share their diversity data. More sophisticated data capture and reporting needed re promotions/new starters/leavers.</li> </ul>	<ul style="list-style-type: none"> <li>• Baseline established for all protected characteristic groups.</li> </ul>	Staff comms continue in order to encourage an increase in disclosure of equalities information.	Green
	<ul style="list-style-type: none"> <li>• <b>Local staff survey:</b> Conduct local survey focused on workforce opinion and understanding of EDI matters to inform EDI activity focus</li> </ul>	<ul style="list-style-type: none"> <li>• Enhanced understanding of staff experiences and perceptions of EDI</li> </ul>	Pulse survey undertaken to gain staff feedback on our draft equality objectives.	Green
	<ul style="list-style-type: none"> <li>• <b>Dyslexia Support:</b> Publicise guidance re dyslexia, dyspraxia and dyscalculia in order to raise awareness and to support reasonable adjustments</li> </ul>	<ul style="list-style-type: none"> <li>• Updated information available to managers and staff</li> </ul>	Training undertaken by a number of HR staff with the British Dyslexia Association. Asian Fire Service Association (AFSA) Disability & Reasonable Adjustments Toolkit available on staff intranet. Neurodiversity/dyslexia section on staff intranet developed with information added on an ongoing basis.	Green
	<ul style="list-style-type: none"> <li>• <b>Reasonable adjustments:</b> Review guidance available to staff and managers</li> </ul>	<ul style="list-style-type: none"> <li>• Updated information available to managers and staff</li> </ul>	Practical & Reasonable adjustments toolkit undergoing final review by key stakeholders.	Amber (on-going)

Our Partners – Working together				
Objectives	Action	Performance Measure	Progress Update	RAG
<p>We will work with external partners to develop strategies that enable effective service provision to our communities.</p> <p>We will collaborate across our own business functions and staff networks to better build equality and inclusion into our planning, policies, processes and practices to ensure inclusion and our values are at the heart of everything we do.</p>	<ul style="list-style-type: none"> <li><b>Staff networks:</b> Continue to encourage and engage with staff networks as critical friends e.g. Organisational Development and Challenge Group, Women@HWFire.</li> </ul>	<p>Staff networks are contributing to organisational priorities and are agents for change.</p>	<p>The Women@HWFire group has extended an invite to all male colleagues to participate in the group. Therefore all colleagues, regardless of gender, from all workforce groups are welcome. This is to show that gender diversity is not a “women’s only issue” but requires allies from all genders to help effect positive change. There is still a mechanism to arrange female specific meetings to discuss sensitive and / or female specific issues in a discrete environment.</p> <p>Links continue to be made with other departments such as Community Risk e.g. Hate Crime Partnership.</p> <p>Equality information is shared with staff networks to better understand barriers and areas for opportunity.</p> <p>A focus group took place with staff in January 2021 with regards to our draft equality objectives.</p>	Green
	<ul style="list-style-type: none"> <li><b>Equality groups:</b> Establish/ develop relationships with local, regional and national EDI groups and bodies e.g. Worcs Equalities Group</li> </ul>	<ul style="list-style-type: none"> <li>Greater engagement and consultation with equality groups. Resources, skills and expertise are pooled to deliver equality outcomes.</li> </ul>	<p>Our EDI Officer is now a member of regional and national EDI groups.</p> <p>Engagement continues with local groups e.g. Worcestershire Equalities Group.</p>	Green

	<ul style="list-style-type: none"> <li>• <b>Representative Bodies:</b> Continue to routinely involve representative bodies in staff engagement, change programmes and in developing the equality agenda.</li> </ul>	<ul style="list-style-type: none"> <li>• Representatives are actively involved in addressing EDI issues.</li> </ul>	<p>Engagement on equality issues takes place informally with Representative Bodies and formally at JCC.</p> <p>Positive discussions continue to explore key equality issues for their members.</p>	Green
--	---	---	--	-------