

Equality Action Plan

July 2024 – December 2024

1.0 Recruitment, selection and training

1.1 Dyslexia

Employment - Improved awareness and initial recognition of dyslexia in employees

Service delivery - Greater confidence in service provision by Service and service users

Action	Who's responsible	Target date	Progress	Status
Service currently has 34 live cases of dyslexia.	EDI	Ongoing	Ongoing work supporting employees with assessments and equipment.	Ongoing
Dyslexia Awareness Training for Watch Managers	EDI & JT	2025	New dates being considered for 2025.	Ongoing
Set up another Neurodiversity networking evening to provide ongoing support. Encourage recently diagnosed employees to attend	EDI	2025	New dates being reviewed for 2025. All new support cases are informed.	Ongoing
Explore purchasing Read and Write to be networked.	EDI/IT	2025	Training for read and write currently being reviewed and which employees in SFRS will be able to deliver training.	In Progress
Promote the free for family use.	EDI	2024	Free for family promoted throughout the service in the Pink and the Voices newsletter.	Complete Dec '24

1.2 Dementia

Employment -Raised awareness of symptoms and appropriate responses to dementia

Service Delivery -Dementia-sensitive service provision, leading to appropriate support for relevant service users

Action	Who's responsible	Target date	Progress	Status
Need for ongoing training for operational employees to be reviewed.	Prevention	Ongoing	Update: This is ongoing and being reviewed as part of the training requirements needed for the new person centred home fire safety visit that is due around Spring 2025. Review whether this is still needed, the training provider used may no longer exist and this may incur additional costs.	In progress
Dementia Action Alliance plan	Prevention	Ongoing	Prevention team continue to meet regularly with the Shropshire & Telford & Wrekin group. 17/01/24 - Agenda and minutes are received, prevention attend when they can.	Ongoing

1.5 EDI refresher training

Employment - All employees understand: the importance of EDI to the Service and their responsibilities for good ED&I practice in their work

Service delivery - More sensitive and aware for service delivery, Service delivery models anti-discrimination practice

Action	Who's responsible	Target date	Progress	Status
EDI Officer to review e-learning work packages and devise new training for employees (EDIP 5.4.1.a)	EDI	2024/25	Package ready, need further update due to changes in sexual harassment legislation. To be reviewed in line with EDI training programme review. Modules available on LEO.	Ongoing
Review EDI training requirements for senior and middle managers	EDI	2024/2025	Review of MakeUK training to take place. Spec has been updated and is now being reviewed. January 25 to be considered in line with EDI training review.	In progress
EDI awareness training for operational staff	EDI	2025	EDI training completed to date: On-Call- 18 Stations Wholetime- 13 Watches Non-Uniform- 3 Fire Control- 1 Watch 5 People Other Departments – 1 (BFS) Final training sessions are being arranged during 2025 Nov '24.EDI contacted Prevention to discuss role specific training requirements.	In Progress

1.6 Induction training

Employment - All new employees understand: The importance of EDI to the Service, SFRS EDI policy framework, responsibilities for good EDI practice in their work

Service delivery – That employees are considering EDI in all of their working practices

Action	Who's responsible	Target date	Progress	Status
Ensure all new employees participate in EDI induction: (EDIP 5.4.1a/b)	EDI	Ongoing	On call EDI induction held on 10 th December 2024, 7 people attended. Outstanding sessions being arranged on 20 th January 2025.	Ongoing Ongoing

Session took place on 3rd July 2024, 8 people attended.

1.8 Positive action

Employment -Challenge to social prejudices about firefighting for under-represented groups and increased representation of women, BME and LGBT people in operational posts

Service Delivery - More representative service delivery and increased interest in working for SFRS from women, BAME and LGBT people.

Action	Who's responsible	Target date	Progress	Status
Positive action Taster Sessions for on call recruitment (EDIP 5.4.1.c)	EDI / Rural	Various dates throughout 2024/2025	Virtual Tasters dates being arranged. Taster sessions being arranged in line with the on -call campaign. The first session took place on 16 th November '24 at Tweedale, this was an 'open to all' session, we had 2 people attend. A presentation and a tour of the station took place. The second session took place on 23 rd November '24 at Shrewsbury, this was an 'open to all' session we had 9 people attend. A presentation and tour of the station took place alongside the JRT's.	In progress Complete
Working with Prevention on community initiatives	EDI/ Prevention	Ongoing	EDI officer attends Telford EDI Group and provides feedback. Attended on 21 st November 2024 and 16 th January 2025.	Ongoing
Women's development programme	Development	Ongoing	In association with Women in the Fire Service, Women to Work have delivered a women's development programme. DT update 17.01.25 – two women completed the programme in 2023, and a further 3 females have been successful in getting places for the next programme which commences in January 2025. The Women in the Fire Service Weekend is taking place 20 th – 22 nd June 2025. Expressions of interest have been sent out at, 3 places have been allocated to SFRS to attend this year.	Ongoing In progress

			The Service also commissioned a Springboard programme – a development programmes specifically for females. This was commissioned in September 2024, with a mix of females from departments across Corporate Services, On-Call Firefighters and Control Room staff. This programme has been a real success, and all delegates have really benefitted from the programme.	
Introduce annual uniformed services visits using appropriate role models and targeted attendance at other events (IFSG 3.3)	EDI/HR	2024/2025	Group Support Team attend recruitment events. EDI have been in contact with Interfaith Basketball Group in Telford and the Watch WL have attended. Further discussions taking place to formalise engagement.	Ongoing
Communication to explain positive action and positive discrimination (IFSG 3.5/HMI) to increase understanding	EDI	Ongoing	Included in EDI induction training and EDI refresher training.	Ongoing
Positive action to aid succession planning (HMI 32)				
The service will review its positive action process for promotion processes (HMI 32)	Dev/HR	Ongoing	Processes to be reviewed as they are required. DT update 29.8.23 - Contact made with VCA to gather EDI data at point of candidates registering for CPG. Meeting with Natalie P to confirm categories.	Ongoing
The service will review its positive action process for internal transfers (HMI 32)	HR	2024	Send adverts to WFS, AFSA and LGBT+ groups.	Not due
The Service will actively encourage under-represented groups to apply for promotion or progression (HMI 32)	Dev/HR/ SMT	Ongoing	DCFO recruitment agency will directly contact every eligible candidate in the UK- this will result in a more inclusive group of applications.	Ongoing
The IPDR process will be amended to add in a point that those from under-represented groups should be encouraged to seek progression or ask for reasons if they do not wish to (HMI 32)	Dev	02/24	DT updated 17.01.25 – the IPDR process that was rolled out in April 2024, incorporated a section asking employees this question. An extract of the wording included in the IPDR is below (for your information): “Shropshire Fire and Rescue Service aims to be an inclusive employer and remove any barriers to progression in the Service, for all employees.	Complete

			<p>We encourage all individuals, particularly those from under-represented groups or specific protected characteristic groups to seek promotion.</p> <p>National evidence suggests that employees from under-represented groups and specific protected characteristic groups (e.g. sex, race, age, disability, and family situation) are less likely to progress their careers, and we would like to understand this further.</p> <p>If you feel that you are unable to progress your career, please tell us why, and if there is any support you need from us, using the text box below”.</p>	
The Service will review all recruitment strategies to ensure that they are inclusive and promote diversity (HMI 32)	HR/EDI/Comms	Ongoing	Whole time recruitment campaign complete. On call recruitment campaign completed 2024.	Complete
Provide EDI statistics on all recruitment activity (HMI 32)	HR	tbc	HR currently reviewing process.	
Provide EDI statistics on all promotional activity. (HMI 32)	HR	tbc	HR currently reviewing process.	
Provide EDI data on the CPG process and expand the categories to include: race, disability, sexual orientation. (HMI 32)	Dev	12/2025	Annual report will be provided. DT Update 17.01.25 – this EDI data was introduced into the 2024 processes and VCA are currently developing a ‘client area’ where we can log into the dashboard to extract this data. Completion date for this work is end of March 2025. However, should we need access to this data sooner, VCA can provide us with this.	In progress
Review the opportunity for Enable placements (HMI 32)	EDI	2024	11/24 EDI Officer met with Enable to discuss future potential placement.	In progress
Use the Gender Pay Gap data and results to inform succession and action planning (HMI 32)	HR / EDI	Ongoing	02/25 Gender pay gap report is in progress.	In progress
Consider specific development opportunities for our under-represented groups (HMI 32)	HR/EDI/Dev	Ongoing	July 24 Update WFS Development Weekend - 2 employees attended	Ongoing

			Springboard personal development programme commissioned and due to commence in September. This focuses on building resilience, assertiveness, recognising personal value and focussing on career aspirations. Advertised to all staff.	
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1.9 Reasonable adjustments

Employment - Disabled employees provided with at least their legislative entitlements to reasonable adjustments to their working environments.
 Disabled employees enabled to perform their job roles to the standards required for their posts
Service Delivery - Services delivered by all employees to the same high standard

Action	Who's responsible	Target date	Progress	Status
Reasonable adjustments programme to be maintained and developed	EDI / T&D /Line mgmt /Ops	Ongoing	EDI are continuously receiving requests of help from individuals with potential dyslexia and other disabilities. Employees are typically supported by providing tuition, coaching, equipment. Nov '24 – EDI are exploring assessments for other neurodiversity areas.	Ongoing
Disability Confident Employer Level 2	EDI	Ongoing	NP renewed SFRS level 2 December 2024 EDIO to explore level 3 – met with Enable on 3 rd December 2024.	Complete In progress
EDI to attend Jobs-fair at the Jobcentre Plus to promote our jobs to potential recruits who have a disability.	EDI	2025	Exploring attendance in 2025.	In progress
Workplace adjustments passport to be promoted across the Service.	EDI/All	2025	EDI promote these at EDI Induction EDI have promoted these during their post assessment meetings with employees and managers EDIO attended WT and OC WM briefings 3 rd September 2024. EDIO attended Officer Briefing day on 12 th December 2024. The EDI team have had several requests to create a workplace adjustments passport since these briefings.	Ongoing Ongoing Complete Complete

1.10 Promoting an inclusive culture

Employment and Service Delivery – Promoting an inclusive culture				
Action	Who's responsible	Target date	Progress	Status
Managers are trained in people management skills, including having difficult conversations and their responsibilities on promoting an inclusive culture (IFSG 2.1)	Dev	A&O	<p>DT update 15.01.25 – following HMICFRS feedback report, all Crew Managers and above (and equivalent) have been invited to a new course entitled 'Critical Management Conversations' looking at the importance of managing performance effectively and consistency and providing them with the skills and tools to have difficult conversations.</p> <p>The Service is currently trialling the NFCC SLDP and MLP in Service, as opposed to the ILM qualifications. Each of these programmes have a section specifically relating to this area. In SLDP it's entitled 'Being Inclusive' and in the MLP, it's called 'Creating and Inclusive Workplace'. Not only does the learner complete online learning, but they are also required to complete a self-reflective learning log, transitioning the online learning into action in the workplace.</p>	Ongoing
Staff survey to monitor that senior managers challenge bullying and harassment at all levels (IFSG 2.2)	Execs/ Dev	2025	<p>DT update 15.01.25 – the staff survey launched and completed within planned timescales. The Service have received feedback and results and actions have been incorporated into the Cultural work that Mark Price has developed.</p> <p>The next Staff Survey is due for launch in October 2025.</p>	In progress
Regular meetings to be held with Voices group, to discuss feedback, event participation, setting up support groups	EDI	Ongoing	<p>Individual meetings were held with the EDI officer and Representatives throughout the year.</p> <p>Voices group meeting was held on 23/7/24</p> <p>Workplan for the year has been created.</p> <p>Voices half day planning is arranged for 9/1/25</p>	Ongoing
Attendance at Shropshire Rainbow Film Festival	EDI	2025	No date confirmed for 2025.	
HMI actions 2021: 1. Improving equality monitoring data	EDI	2025 Dec 2024	EDI researching new categories for Disability in my view.	Complete

2. Giving employees a voice (see separate Voices section)			EDI has contacted teams/managers with employees blank data. 30/09/24 Equality Monitoring blank data report sent to Luke G along with KPI stats. EDI and HR have been working to update all blank data.	In progress
White Ribbon Accreditation and Action Plan	EDI	2025	07/10/24 - Meeting with White Ribbon took place to discuss status and action plan was sent again.	In progress
New Preventing Sexual Harassment training	EDI/Dev	2024/ 25	Training took place on 28/11/24 and 11 th December 2024. This has been delivered to HR/OD/Finance/Ops and Risk/Transformation and Collaboration/Station Managers/AGC/Fire Control. More training scheduled for 23/01/25 and 6/02/25.	Completed In progress
New Preventing Sexual Harassment Legislation Gap analysis	EDI	2025	Briefing document went to SMT on 6 th December 2024. with an indication of actions – requested to complete a gap analysis. Gap analysis document completed in January '25 going to EDI steering group in January '25.	Complete In progress
New legislation on preventing sexual harassment - briefings	EDIO	2024/25	EDIO went to SMT on 6 th December '24 with a detailed briefing. EDIO went to Officers Briefing on 12 th December '24. EDIO went to OC WM meeting on 3 rd December '24. EDIO went to WT WM meeting on 3 rd December '24. Information on the internal newsletter on the 15 th November '24 along with a micro video 15 th November '24.	Complete Complete Complete Complete

2.0 Policy

2.1 Impact assessments

Employment - Current equality, diversity and human rights impact assessments exist for employment policies and procedures.

Service delivery - Current equality, diversity and human rights impact assessments exist for all service delivery and community engagement policies and procedures

Action	Who's responsible	Target date	Progress	Status
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Monitor progress of new electronic Impact assessment process	EDI	Ongoing	EDI officer supports managers for completion and initiates EQIA's.	Ongoing
Equality Impact Assessment Training for all managers	EDI/Dev	Ongoing	Training took place on 17 th October 2024. New dates for 2025 have been circulated.	Complete In Progress
Equality Impact Assessment specific SFRS process support session with EDI Officer	EDI	Ongoing	Further sessions to be held as required.	Ongoing

2.2 Impact Assessment BO

Employment - Clear guidance for employees on EIA process and framework for analysing potential equality & human rights impacts.

Service Delivery - Framework for analysing potential equality & human rights impacts of SFRS policies and practice on communities and service users.

Action	Who's responsible	Target date	Progress	Status
When progress of electronic EIA is gathered, Action number 2.1, review whether documentation needs amending to assist employees.	EDI	Ongoing	EDI officer attends National NFCC EQIA meetings Update EQIA BO has been shared with unions for comment and review.	In progress

2.3 Gender Pay Gap Report

Employment - Clear guidance for employees on EIA process and framework for analysing potential equality & human rights impacts.

Service Delivery - Framework for analysing potential equality & human rights impacts of SFRS policies and practice on communities and service users.

Action	Who's responsible	Target date	Progress	Status
Gender Pay Gap Report to be published	EDI / HR	03/2025	Statistics have been received. Draft report has been started.	In progress

2.4 Menopause (IFSG 5.2)

Employment - Clear guidance for employees on EIA process and framework for analysing potential equality & human rights impacts.

Service Delivery - Framework for analysing potential equality & human rights impacts of SFRS policies and practice on communities and service users.

Action	Who's responsible	Target date	Progress	Status
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Menopause Session	EDI	2025	Lunchtime walks have been rescheduled for every month-to email Yvonne Homer to express interest. See 3.4 for further details.	Ongoing
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2.4 Brigade Orders / Guidance

Employment – Employees are aware and understand policies

Service Delivery – The outcome of this will be dependent on the Brigade Order being reviewed

Action	Who's responsible	Target date	Progress	Status
EDI policies for review: (IFSG 2.4) Equality Impact Assessment – see 2.2	EDI	02/24	EQIA policy has received comments from unions.	In progress
Accessibility policy	EDI	02/24	Ongoing review.	In progress
Anti Harassment & Bullying Policy	EDI	02/24	Policy was rewritten further to comments, sent to Unions Dec '24, comments received, EDIO replied to comments in January 2025.	In progress
Cultural Statement of Intent	EDI	05/24	Agreed at EDI STG in January and subsequent SMT, sent to Unions for comment, changes made to statement further to comments from Unison. Meeting with Unison on 04/24. further to amendments and to discuss comments, final version sent to Unison on 22/4/24.	In progress
Report to be produced on disciplinary and grievances using protected characteristics to ascertain trends (IFSG 2.5)	HR	Ongoing	Monthly performance stats detailing this information is sent to Head of HR.	Ongoing
Review carers support and reasonable adjustments (IFSG 4.4)	EDI	2025	Project currently on hold Voices Disability rep has put this as an area of work.	In progress
	HR	2025	12/23- Foster Friendly policy being considered and researched for the service.	In Progress
Monitoring the results of exit interviews for any themes (IFSG .4)	HR	Annual	Exit interviews are routinely reviewed and logged when received into HR.	Ongoing

3.0 Communication

3.1 Images and stereotypes

Employment - Positive images of non-stereotypical and/or non-traditional roles

Service delivery - Positive images of non-stereotypical and/or non-traditional roles

Action	Who's responsible	Target date	Progress	Status
Draft review process for annual review of images used in SFRS material for positive role models	Communications	Ongoing	December Update- The annual review was audited for images and all new images were used in the most recent AR. These with chosen with diversity and inclusivity in mind. Update: 17/01/24 - Still in progress.	In progress
Reviewing our website for women role models.	Communications	2025	December Update- We are now beginning a procurement process for a new website- imagery and EDI principals will form an integral part of the design of the website as will the imager. the new website is a large-scale project which is expected to take more than 12 months to complete.	In progress
Black History Month 2024	EDI/Voices/Comms	October 2025	To be reviewed. The Voices rep attended the Police Cafe with community groups to celebrate BHM.	tbc

3.2 Translated Materials

Employment - Relevant support materials available to enable employees to communicate with speakers of other languages.

Service Delivery - Information available in languages and imagery appropriate to communities

Action	Who's responsible	Target date	Progress	Status
Attend monthly fire safety meetings for Protection & Prevention as requested	EDI	Ongoing	EDIO attends on request.	
BSL interpreter for Protection Videos	EDIO/MT	03/25	BSL interpreter has been sourced for new public videos.	In progress
Review of Makaton software	EDIO/Protection	2025	Discussion have taken place as to whether this would be beneficial for the Service.	In progress

3.4 Groups, networks and organisations

Employment - Service able to hear community concerns and feedback, service able to communicate information to communities effectively.

Service Delivery - Better awareness of available services, engagement with service policy and service development, access to service resources to support their work				
Shropshire Disability Network	EDI	Ongoing		
Shropshire, Telford & Wrekin Dementia Action Alliance	Prevention	2024	Prevention currently working with Shropshire, Telford & Wrekin Dementia Action Alliance	Ongoing
Voices group (internal)	EDI	2024	Voices newsletter sent out in Dec '24.	Complete
			Weekly lunchtime walks taking place along with weekly jogging sessions and circuits/kettebell sessions take place.	Ongoing
			Mental Health MH Voices rep attend Blue Light Symposium Jan '25. Mental Health	Complete
			LGBT+ Shrewsbury Pride took place on Saturday 28 th September 24 where some employees joined the PRIDE parade. During the weekend the service flew the progress flag over HQ.	Complete
			BAME Colleagues attended a Police World Café Event on Wednesday 23 rd October 2024. This was to celebrate Black History Month. The event brought together representatives from the diverse communities living in Telford and the Police Officers who work within the town.	Complete
			Dyslexia A Dyslexia Information Day was held on 19 th October '24 at the Ketley Community Centre, Telford. The event was inspired by local dyslexics. Attended by EDIO and several other FRS colleagues.	Complete
Menopause Two employees attended the NFCC Menopause conference on 11 th September '24. Feedback provided and put into the Voices newsletter. Women				Complete

Action	Who's responsible	Target date	Progress	Status
MIND – Blue Light Programme	Contracts manager/EDI/OpTraining/Dev	Ongoing	See ongoing activities by voices reps.	Ongoing
SFRS to train the recommended 10% of the workforce in Mental Health First Aid awareness. Half day Mental Health First Aid Course	Development	Ongoing	<p>July 2024 Update – 81 trained Mental Health First Aiders across the Service, 8 have attended their Mental Health First Aider Refresher course. 88 people have attended the Mental Health awareness course (either face to face or virtually). Courses continue to be advertised to all employees.</p> <p>A further 40 employees have attended Suicide First Aid Lite (both operational and non-operational employees), bring the total number of staff trained in this area to 129. No further employees have attended the Suicide Prevention, Suicide Safety Planning or Suicide First Aid sessions in 2024, although these continue to be advertised to all employees.</p> <p>EDIO, HRM, 2x HRO's attended mental health ½ day course to review content.</p>	Ongoing
Support mental health awareness events such as mental health awareness week and time to talk day.	EDI	Ongoing	A Health and Wellbeing day was held on 23 rd October 24: Information stall on Mental Health, FF's Charity session on resilience and FF's charity stall.	Complete
Continue to purchase relevant MIND promotional materials	EDI	Ongoing	Ongoing activity.	Ongoing
Actively seek and support employees with Mental Health issues that are willing to share their stories	EDI/all managers	Ongoing	Ongoing work with the voices reps. Discussions with the charity 'climbing out' to share this with employees.	Ongoing In progress
TRIM support and training for employees	Ops	Ongoing	TRiM sessions continue to be utilised by staff across the service on a regular basis.	Ongoing
Working Minds Gap Analysis	EDI/H&S/Dev	2024	Meeting was held to review the 'Working Minds' criteria against the MHAW on the 1/5/24 with Dave P and Jayne T.	In progress

3.6b Mental Health at Work Commitment Action Plan

Promote internally and externally	EDI	Ongoing	MHAWC is discussed during the EDI induction MHAWC logo is being used during external social media.	Ongoing Ongoing
MHAWC Standard 1 Promote the Senior Mental Health leads All senior managers have mental health as their performance objectives – as part of the people strategy Specific OH report to be produced Mental Health	EDI Execs/SMT	2024 Tbc	Senior MH leads went to SMT Jan '24 for discussion. -agreed at meeting that all of SMT should be MH leads. HR are reviewing this.	Complete In progress
MHAWC Standard 2 Include Mental Health support in the online induction programme - complete	DT	03/24	This is already included in the induction e-learning module and specifically mentions MIND and a link to the website. There is also a section on the 'Voices Groups'. DT to add in a link to the H&W Tile and an optional link to the Mental Health and Wellbeing course on LEO. DT has updated the Green Book induction checklist to include that the line manager signposts any new starter to the H&W tile on day 1 of employment and discuss the support available for physical and mental wellbeing.	In progress
Plants and greenery in communal areas	Resources/AK			
Ensure that all employees are taking their annual leave entitlement	HR/Line Managers	2024	HR send reminders to managers towards the end of the year to take AL. On-Call annual leave put on fire service rota's as part of sustainability project to allow better monitoring.	Complete
Managers discussing workloads in 1:1 meetings and IPDR	SMT	03/24	Included in IPDR process.	Complete
MHAWC Standard 3 Promote the use of the Workplace Adjustment Passports	EDI/HR/ALL	01/24	EDI and HR Officers are promoting the use of these. EDI officer offers during Reasonable adjustments meetings.	Ongoing

			We have seen an increase in those considering these. EDI officer has attended WT and OC WM briefings to promote and the officers briefing day.	
MHAWC Standard 4 Review how often managers receive training for managing staff with regards to sickness absence (particularly green book staff)	HR	04/25	Review currently in progress. HR Delivering manager training.	In progress Ongoing
Incorporate managing mental health into the management development programmes	DT	05/24	1/2 day Mental Health course is mandatory for all mangers, DT to review current development offering to incorporate mental health awareness. DT - All operational teams/watches now have either MHFA or someone who has attend the ½ day MH Awareness course.	In progress
Attendance policy, review to expand section on Mental Health guidance	HR	2024	December 23- Currently being reviewed.	Complete
MHAWC Standard 5 Ensure that the Mental Health at Work Website is advertised during the next Mental Health Key date on articles, social media and carousel	EDI	2025	Included in the Mental Health posters.	Ongoing
Advertise MH at Work Website and support annually at the WM meetings	EDI	2025	MH at Work website is available on the intranet.	Ongoing
Advertise MH at Work Website and support annually at the Corporate Services briefings	EDI/HR/ACFO	06/24		
MHAWC Standard 6 Look at the Index to see how much work this involved to ascertain timescales and added value Review other external frameworks for Mental Health Take to EDI steering group to confirm we should do this	EDI EDI EDI TBC	Tbc Tbc Tbc Tbc		

Review how we measure against MINDS workplace wellbeing index				
3.7 White Ribbon Accreditation				
Information sent internally and externally for White Ribbon Day and the 16 Days action against domestic violence campaign on social media	EDI	2025		
Information sent to SMT to share to all employees about the WRA and becoming part of this group	EDI	2025		
Set up a White Ribbon Steering Group	EDI	2023/24	Further work to encourage a broad range of members. July '24 on hold.	In progress
Create a White Ribbon Action Plan	EDI	2025	03/24 EDI contacted WRA regarding progress of the action plan which was sent on 12/23 – they have made it a priority. April 2024 update – white ribbon actions on hold at present. EDIO/HHRA - met with White Ribbon – 07/10/2024 Resent action plan to them on 07/10/24 October 2024 White Ribbon on hold.	In progress
3.8 Women's Safety Survey Actions				
Share the results with all staff	EDI/Comms	05/24	Meeting has been held to discuss how this will be communicated. Comms have been using an external agency to discuss ways of sharing information. September 2023- Meeting being arranged to discuss next steps and plan to communicate results. Results shared with the Voices reps.	In progress/Complete
Review of training requirements for dignity and respect inc language, banter, jokes, comments	EDI/Dev	2024	EDI and DO meeting to review in light with HMI/new legislation . Sexual Harassment micro video sent on the Pink October '24.	In progress
Review of meeting etiquette – 360 feedback	Dev	2024	Researching best practice guidance and our current management development programmes.	In progress

			<p>DT update 17.01.25 – the Service is currently trialling the NFCC’s Supervisory Leadership Development Programme (SLDP) and the Middle Leadership Programme (MLP) instead of the ILM Levels 3 and 5 qualifications following constructive feedback from learners.</p> <p>The SLDP has a section around meeting etiquette; how to effectively prepare for a meeting, consider body language, tone of voice and ensuring everyone is given the opportunity to engagement and share their views.</p> <p>The MLP builds on this learning and looks at the importance of giving and receiving constructive feedback during meetings and provides learners with useful tools to help them do this. The level also much more on self-awareness and emotional intelligence in terms of understanding the impact of personal attitude and behaviours on others.</p>	
Unconscious Bias training – review how people are using this to make changes to the workplace	Dev	tbc	<p>Reviewing training requirements and how best to evaluate post training results. Possible refresher online course to be made available - course on LEO is available to all employees. 04/24 Meeting held with Dev Officer to discuss current training offer and future training requirements. Review of course offered by MakeUK being arranged.</p> <p>DT Update 17.01.25 – a review is currently underway looking at re-training/upskilling the workforce in Unconscious Bias training. There is currently an e-learning module available on LEO on this topic.</p> <p>The Service is also trialling a 6-month post training evaluation, to strengthen the data we capture following courses and the impact the training has had back in the workplace.</p>	In progress

Review how we promote Anti-Harassment & Bullying and Grievance procedures to improve trust and confidence in the process and confidentiality concerns	HR/EDI	06/24	Grievance procedure reviewed- Comments received from unions, changes made, sent back to Unison. Policy re-written and sent December '24. When policies have been confirmed will then promote these.	In progress In progress
Ongoing promotion and management of the Confidentiality reporting hotline by 'Say So' to increase reporting	EDI	2025	Ongoing briefings to all employees will be delivered by 'Say So' during 2025. 259 employees briefed to date. Ongoing briefings are being held during 2025. Annual review meetings arranged with Say So.	Ongoing In progress In progress
Promotion of development opportunities to women	Dev	Ongoing	In progress – Women in the Fire Service, HMI succession planning actions.	Ongoing
Review of the lone working policy	DP	06/24	This policy is currently being reviewed- BC reviewed in March 2023 and will be re- looked at in 2026.	Complete
Review of physical building for improvements of safety, e.g. lighting, placement of vehicles, CCTV/Signage	AK/CW	02/24	Action in last EDI Steering Group for stations to undertake their own Risk Assessment The pastor vehicle has now been moved to a different part of the car park as per feedback in the Survey. 12/23 discussion taken place with the H&S manager 04/24 Meeting held with EDI/Dave P, Chris W, Tom H to discuss the risk assessment process to be updated to include safety aspects from the survey	In progress
Offer personal safety alarms	EDI	2025	Safety alarms were offered to new employees 09/24	Ongoing
Consider self-defence training	EDI	08/25	In contact with the company to organise another course later in the year if there is interest	In progress
Repeat this survey in a year (new action from SMT)		tbc	In depth cultural audit has taken place in late 2023 results to follow early 2024. Staff survey due April 2024. Oct '24 – to be reviewed in line with the Sexual Harassment Gap analysis action plan.	

EDI – Equality, Diversity and Inclusion

IFSG – Inclusive Fire Service Group (improvement strategies actions)