

report

meeting	NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY	
date	22 October 2004	agenda item number

REPORT OF THE CHIEF FIRE OFFICER

AD-HOC MEMBERS GROUP ON EQUALITIES

1 PURPOSE OF THE REPORT

To update Members on the ongoing work being carried out in the Service with regards to Fairness and Equality.

2 BACKGROUND

The Ad-Hoc Members Group on Equalities has now been formed for some time and it was agreed that all minutes from the meetings of the Group would be submitted to Fire Authority Members for their information. Attached as Appendix A are the minutes of the meeting held on 14 September 2004.

3 FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

4 PERSONNEL IMPLICATIONS

There are no personnel implications arising from this report.

5 EQUAL OPPORTUNITIES IMPLICATIONS

This report contains issues that will invariably lead to changes in Service policy and procedures.

6 RISK MANAGEMENT IMPLICATIONS

There are no risk management implications arising from this report.

7 RECOMMENDATIONS

That Members note the contents of the report and attached minutes.

8 BACKGROUND PAPERS FOR INSPECTION

None.

Paul Woods
CHIEF FIRE OFFICER



NOTTINGHAMSHIRE FIRE & RESCUE SERVICE
Minutes of THE AD HOC MEMBERS GROUP ON EQUALITIES
 held on
Tuesday 14 September, 2004
At 10.00 A.M.
Service Headquarters
In the Conference Room

Present:

Councillor Graham Jackson	CFA Member
Councillor Parry Tsimbiridis	CFA Member
Neil Colton	Assistant Chief Fire Officer
Julie Dennis	Equality and Fairness Advisor
Naseem Begum	BME Development Worker
Paul Smith	FBU Representative
Jim McKenna	Unison Representative
Pete Allen	Sub Office Retained
Margaret Spooner	Administrator (Minutes)

Absent :

Councillor Ken O'Toole	CFA Member
Councillor Joyce Bosnjak	CFA Member
Gina Turner	Human Resources Manager
Paul Woods	Chief Fire Officer
Ian Young	FBU Representative
Prad Verma	B&EMM Representative

APOLOGIES

1. Apologies for absence were received from:
 Councillor Joyce Bosnjak, CFO Paul Woods, Gina Turner

02/04 PREVIOUS MEETING

2. **Minutes for the meeting held on Tuesday 15 June 2004 were approved as an accurate record.**

3. MATTERS ARISING

There were no matters arising from the meeting held on Tuesday 15 June 2004.

5. TWO TICKS FOR DISABILITY**05/01/04**

All Stations have now received their certificate for Two Ticks for disability and these should be displayed along side the Equalities and Fairness Statement. Julie Dennis is to conduct an equalities audit at Stations over the next few weeks and during these visits Julie Dennis will check certificates are on display. The graphics symbol has been passed to Matthew Roberts and Information Services to ensure that the symbol is put onto all letterheads and any other documents deemed necessary.

Action**Action By****JD**

		Action By
17.	<p>17/6/04 COMMUNITY SAFETY EVENT– YMCA AND CENTRAL FIRE STATION</p> <p>Members were informed that the Community Safety Event which took place at the YMCA and Central Fire Station on 5 July 2004, was considered to be a success even though the attendance was a little disappointing. During one of the discussions on how NFRS could reach the wider community in Nottinghamshire different groups raised some very useful comments and points. These have been taken in to consideration and will be taken into account when arranging any future meetings. A report was presented at the last CFA meeting outlining the main actions for that day.</p> <p>17/07/04 ASIAN MELA</p> <p>Naseem Begum, Julie Dennis and members of Safety Services attended the Asian Mela which took place on the 25 July 2004 at the Forest Recreation Ground. NFRS had a marquee where fire safety literature was handed out. With the help of Naseem Begum as a translator, NFRS staff were able to communicate the role of the Fire Service to a much wider range of the public in Nottinghamshire. The event was very well attended and the response received was considered to be a success.</p> <p>17/8/04 NOTTINGHAM CARNIVAL</p> <p>Unfortunately the Nottingham Carnival had to be cancelled this year due to financial reasons.</p>	
4.	<p>AGENDA ITEMS</p> <p>DDA AUDIT</p> <p>Julie Dennis informed Members that currently reports from the recent DDA Audit commissioned by NFRS are being collated by an Administrator in the Stores department. There is a separate report for each Station. From this report NFRS propose to form an Action Plan. The aim is to have the report ready for CFA Members to outline what financial commitment is needed to ensure that all NFRS premises are accessible for disabled people. The main issue is centred around ensuring stations are accessible to the public, disabled parking facilities are upgraded at Stations and Headquarters.</p> <p>This information will help link into IRMP and the future role of NFRS Firefighters within the community. West Bridgford and Mansfield are two of the key stations that will only need minimal changes.</p>	
	<p>Action</p> <p>Councillor Graham Jackson is to have a meeting with District Performance Manager John Buckley to highlight the facilities available at West Bridgford Fire Station for use by the community. Councillor Graham Jackson to update Members of the outcome of their discussion at the next Ad Hoc meeting.</p>	JD
	<p>Action</p> <p>Julie Dennis is to attend a Property Strategic Meeting on 29 September 2004 where the DDA audit will be discussed. The possibility of moving the entrance at Headquarters to the side will also be under discussion.</p>	GJ
		JD

		Action By
Action	<p>Once all the information has been discussed and recommendations made it is anticipated that NFRS will draw up a disability access strategy.</p> <p>A report is to be put forward to CFA with the costings to be ready by October or November 2004. The outcome of this meeting will be reported back to Ad Hoc at the October meeting along with a copy of the costings report.</p> <p>NFRS have received a draft copy of DDA guidance relating to the employment of firefighters in preparation for the removal of the exemption for the Fire and Rescue Service on 1 October 2004. This will impact on Entry Selection Test, Assessment Centres, Pensions and reasonable adjustments to operational staff who become disabled. HR are looking at the current policies and what amendments to policies are required.</p>	JD
Action	<p>DDA training is to be rolled out through the organisation. Julie Dennis to pick up at the PMG presentation at the next meeting. Julie Dennis is also to discuss ill health issues and how this will impact on the Service.</p>	JD
	<p>CFOA: REGIONAL EQUALITY AND FAIRNESS MEETING</p>	
	<p>No minutes have been received from the meeting held on 6 August 2004. Members will be sent a copy on completion. Julie Dennis highlighted the main items discussed at the meeting:</p> <ul style="list-style-type: none"> • Harassment and Bullying Policy – Claims and Allegations • DDA Training – and other types of Equality training. • Establishing a Regional Equalities Strategy – this will include Julie Dennis and the other four Equalities Officers who will meet up on 5 October 2004 to draw up a Regional Strategy which will go the next Regional Management Board. The review of NFRS Action Plan is to be put on hold at the moment. • Equalities Standards – how to ensure that NFRS meet the Equality Standards for local government. <p>A short discussion took place on the above issues on how NFRS will approach the above issues.</p>	ALL
	<p>CFOA NATIONAL EQUALITIES & FAIRNESS UPDATE</p>	
	<p>This agenda item was only discussed in brief detail.</p> <p>Protocol – FBU to sign up. Councillor Graham Jackson has received a letter through the Standards Board.</p> <p>Equalities Questionnaire – ORS are working on a cultural audit which will be rolled out as part of the framework document.</p> <p>GG 2 presentation - individual Services to make their own arrangements.</p> <p>Core Values – workshops should be held at the fire conference with further workshops being held later in the year.</p>	
9.	<p>CORE VALUES</p> <p>This agenda item is to be deferred to the next Ad Hoc meeting on Tuesday 26 October 2004.</p>	B/F

	Action	Members are to receive a draft copy of the Core Values in the Fire and Rescue Service prior to the next meeting.	ALL
16.	16/04	WORK LIFE BALANCE	
		Because of the absence of Gina Turner, this agenda item was not discussed in great detail. Julie Dennis updated members with the information available to her. A report will be submitted to SMT shortly. All the questionnaires have been returned. This item is to be discussed in more detail at the next Ad Hoc meeting on Tuesday 26 October 2004.	B/F
		ANY OTHER BUSINESS	
20	20/01/04	BBC NEWS – INTERVIEW ON HOME SAFETY CHECKS	
		Members were shown a short video of the interview given by Naseem Begum. Naseem explained how she outlined the potential dangers people encounter in their homes. Examples given were Karyia pan over heating, overloaded plug sockets, unattended burning candles. Advice on how to prevent incidents occurring in the home.	
	20/02/04	POSTERS	
	Action	Naseem Begum informed Members that currently she is working on a multi coloured Poster depicting photos of how fires can kill. Examples of these posters were circulated to Members. Members agreed that the posters brought home the message of how lethal fires are. Members approved of the posters and suggested that Naseem Begum should go ahead and have the posters published. The posters will be displayed around the City area.	NG
	20/03/04	DIWALI	
	Action	Diwali begins on 12 November 2004 NFRS working in partnership with Gujarat Sumaja at the Hindu Community Centre. Naseem Begum and ACFO Neil Colton are to give advise on the role of the Fire Service within the community and how to prevent fires in the home. NFRS are to have a Recruitment stand at the National Mela at the NEC in Birmingham from Friday 8 October to Sunday 10 October 2004. Alison Cordon and Karen Kirk from Personnel will be attending on behalf of Personnel Section. CFA Members were also encouraged to come along and experience some of the Asian culture and traditions.	ALL
21.		NEW TRAINING VIDEO	
		Members were informed that NFRS will be using a new training video called Fairs Fair. The video features disabled, age, gender sexuality and Race. Members were invited to come and watch the video.	ALL
		DATE OF NEXT MEETING	
		The next meeting Tuesday 26 October 2004 at 10.00 am in the Conference Room	ALL