

report

meeting	NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY	
date	29 July 2005	agenda item number

REPORT OF THE CHIEF FIRE OFFICER

AD-HOC MEMBERS GROUP ON EQUALITIES

1 PURPOSE OF REPORT

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

2 BACKGROUND

It was agreed that minutes from the Ad-Hoc Members Group on Equalities would be submitted to Fire Authority Members for their information.

3 REPORT

3.1 The minutes of the meeting held on 5 July 2005 are attached as Appendix A for information.

3.2 Members will note from Item 10 of the minutes that there is to be an Islamic Cultural Awareness Course on Monday 26 September 2005 at the Bobbers Mill Community Centre. It is proposed within the minutes that the Fire & Rescue Authority are represented at this event on the basis of two members from the majority group and one from the minority group.

4 FINANCIAL IMPLICATIONS

Attendance at the Cultural Awareness event will be met from the existing budget.

5 PERSONNEL IMPLICATIONS

There are no personnel implications arising from this report.

6 EQUALITY IMPACT ASSESSMENT

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

7 RISK MANAGEMENT IMPLICATIONS

There are no risk management implications arising from this report.

8 RECOMMENDATIONS

- i) That Members note the contents of the report and attached minutes.
- ii) That representation by the Fire Authority is made at the cultural awareness event on the basis of two members from the majority group and one from the minority group.

9 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 5 July 2005
At 10.00 A.M.
Service Headquarters
In the Conference Room

Present:

Councillor Darrell Pulk	Chairperson (CFA Member)
Councillor Penny Griggs	CFA Member
Councillor Pat Lally	CFA Member
Paul Woods	Chief Fire Officer
Julie Dennis	Equality and Fairness Advisor
Ian Taylor	Area Manager
Paul Smith	FBU Representative
Alan Sheldon	Unison Representative
Margaret Spooner	Administrator (Minutes)

Absent :

Councillor Timothy Spencer	CFA Member
Martyn Emberson	Deputy Chief Fire Officer
Gina Turner	Human Resources Manager
Naseem Begum	BME Development Worker
George Ware	Unison Representative
Ian Young	FBU Representative
Nicola Austin	Women's FBU Representative
Pete Allen	Area Manager
Prad Verma	B&EMM Representative

APOLOGIES

1. Apologies for absence were received from:

DCFO Martyn Emberson, Gina Turner, George Ware, Naseem Begum.

Julie Dennis opened the meeting by asking members to introduce themselves and explain their role within Ad Hoc for the benefit of new Members. Concerns were raised that some new Members did not have name badges. Enquiries to be made for Members who do not have name badges.

2. PREVIOUS MEETING

02/05 Minutes for the meeting held on Tuesday 1 March 2005 were approved as an accurate record.

3. MATTERS ARISING

4.1 Race Equality Scheme 3 Yearly review – Members were informed that this item would be discussed under item 5 on today's agenda.

4.3 Action Julie Dennis to speak to Information Services about including Religious Festivals for all denominations in Routine Orders.

Action By

JD

8.1 **Equality Impact and Assessment** – Members were informed that this item would be discussed in detail under item 5 in today's agenda Race Equality Scheme.

4. **AGENDA ITEMS**

5. **CFOA EQUALITY AND DIVERSITY PROFESSIONAL FORUM**

5.1 Julie Dennis briefly explained the structure of CFOA Equality Meetings and how they link into Ad Hoc Equality Group. Copies of the minutes for 10 March and 15 June 2005 CFOA Equality and Diversity Professional Forum were circulated to Members. Members were informed that Julie Dennis attended these meetings and took an active role. Julie Dennis highlighted some of the key issues that were discussed at the last two meetings and what actions needed to be taken.

Action 5.2 Following a discussion it was agreed that Julie Dennis would report back to Ad Hoc on the progress made on the National Positive Action Strategy, Regional Equality and Diversity Strategy, BVPI2 and BA & Facial Hair.

JD

5.3 Julie Dennis also informed Members that she meets regularly with other Officers in the Region. The aim of the meetings is to share best practice and identify where we can jointly pool resources in order to meet the aims of the regional strategy. Progress of this work is reported via CFOA East Midlands Equality and Diversity Group. The next meeting is due to take place on 27 July 2005 and minutes of this meeting will be brought to the next Ad Hoc Meeting.

B/F

6. **RACE EQUALITY SCHEME**

6.1 Prior to the meeting Members were sent a draft copy of the Race Equality Scheme to read and highlight any comments or concerns.

6.2 Members were informed that the Draft Race Equality Scheme had gone out for consultation but very little feedback has been received. Julie Dennis and Naseem Begum have arranged a number of meetings with community groups to discuss the Fire Services objectives for the next three years. It was reported that the response to the Race Equality Scheme from community groups was positive.

6.3 The Race Equality Scheme is to be presented at the CFA Meeting in July 2005. The launching of the Race Equality Scheme should take place at Headquarters in September for community leaders.

Action 6.4 Julie Dennis reported that she is to have a discussion with PMG to determine the level of training needed for Managers on Equality Impact Assessments, DDA awareness and any other form of training deemed necessary. It is the aim of NFRS that all managers have some training by September 2005. Julie Dennis informed Members that Derbyshire are piloting a training scheme and if it proves successful it will be adopted by NFRS. It was also agreed that CFA Members should be given training and be made aware of their accountability to the Race Equality Scheme. Julie Dennis to arrange a training session for New Ad Hoc Members.

JD

		<u>Action By</u>
	6.5 The next stage is the Corporate Equalities Plan which incorporates Regional Equality Strategy and the current Equalities Action Plan. Julie Dennis reported that one of the key areas to focus on will be Equality Impact Assessments in order to achieve level three of the standard by September 2005.	
Action	6.6 Councillor Pulk commented that once the document was completed it will be very lengthy and time consuming. Members asked if there was going to be a summary produced. Julie Dennis told Members that a summary is being produced and when these are available she will ensure that Members are forwarded a copy.	JD
8.	CORE VALUES	
	8.1 A copy of the National Core Values were circulated to Members. Julie Dennis reported that she attended a seminar recently on Core Values.	
Action	8.2 There was a discussion on all four group areas highlighted in the Core Values. Julie Dennis told Members that the next stage is to ensure that all aspects of Core Values are implemented. Decisions need to be made on who is to be involved, identify any short falls and how to act upon them.	JD
	8.3 CFO Woods stated that he would like to see stations becoming more involved in the community and more understanding in cultural issues. Staff focusing on working with community groups more and not relying on Julie Dennis and Naseem Begum to organise meetings and venues.	
	8.4 Julie Dennis informed that the Service is due to undertake a Cultural Audit which is due September 2005. Julie suggested the Service wait for the results of the cultural audit before implementing Core Values. This would give us a clear understanding of culture within the Service.	
9.	BME DEVELOPMENT WORK UPDATE	
	This agenda item is to be brought forward to the next meeting as Naseem Begum was not available to update Members.	B/F
10.	ISLAMIC CULTURAL AWARENESS COURSE	
	10.1 Prior to the meeting Members had been sent information on forthcoming Islamic Cultural Awareness Course.	
	All Members agreed that it would be a beneficial experience for CFA Members, Operational Managers, Firefighters from Stockhill, Dunkirk and Central Stations and Non-uniformed staff to attend the Bobbers Mill Community Centre with a visit to AS-Shifa Karimia Mosque.	
Action	It was thought that no more than three CFA Members and no more than two people per station should attend from each area. Julie Dennis and Area Manager Ian Taylor and FBU Representative Paul Smith are to work together to decide which personnel should attend. A list of names to be brought to the next meeting.	JD/IT/PS

The suggestion was made that the members of staff who attended the Islamic Cultural Awareness Course could compile a feedback report for both CFA and Ad Hoc Meetings.

Any Other Business

12.

RECRUITMENT OF WHOLETIME FIREFIGHTERS

Julie Dennis informed Members that NFRS will be recruiting wholetime firefighters for 2005. The recruitment message is available from the switchboard until Wednesday 27 July 2005 which is the closing date. NFRS will be using their own recruitment system this year because the National recruitment system has been delayed. NFRS system is closely aligned to the National recruitment system. It is anticipated the process for recruitment should be completed by December 2005.

7.

DRC/CFOA CASE STUDY VIDEO

7.1 Members were shown a video of 8 different case studies ranging from deafness, dyslexia, diabetes, parkinson and epilepsy. The 8 case studies shown dealt with various ranks from CFO to Firefighter.

7.2 After the video Members had a discussion on how it is possible with just some adjustments and monitoring to keep operational staff, who may become disabled, to remain in operational posts.

Action Julie Dennis is to arrange meetings with Managers and CFA Members to show them the video and to discuss the implications and answer any

7.3 issues raised. Paul Smith is also to have a copy of the video.

7.4 The deadline for publication is September 2005. It is hoped that new Members will be involved in the Launch.

JD

13.

DATE OF THE NEXT MEETING – TUESDAY 6 SEPTEMBER 2005