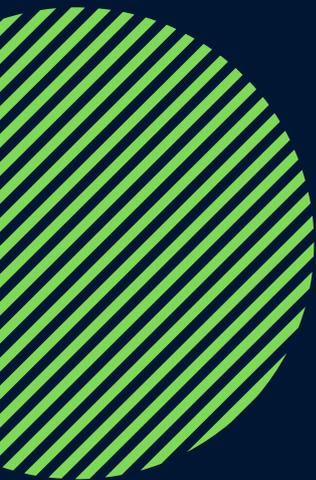




ANNEX 1

PEOPLE PLAN  
2022-2026

# EQUALITY IMPACT ASSESSMENT



## Alternative Formats

If you require this document in an alternative language, large print or Braille, please do not hesitate to contact us

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உங்களுக்கு இந்த ஆவணம் ஒரு மாற்று மொழியில், பெரிய அச்சு அல்லது பிரெயிலில் தேவைப்பட்டால், எங்களைத் தொடர்பு கொள்ள தயங்க வேண்டாம்

یہ دستاویز اگر آپ کو کسی دیگر زبان، بڑے حروف کی چھپائی یا بریل میں درکار ہو تو برائے مہربانی بلا جھجک ہم سے رابطہ کریں

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# INTRODUCTION

Our People Plan 2022-2026 is part of a suite of strategically linked documents that guide the work of Cleveland Fire Brigade to achieving the Authority's corporate objectives as set out in its Corporate Plan 2022-2026.

An Equalities Impact Assessment or 'EqIA' involves assessing the effect, or potential effect, of the way we do our business upon groups that share protected characteristics as defined by the Equality Act 2010, and also within the Public Sector Equality Duty (PSED).

Under this requirement we must look at the equality data which we capture ourselves, or the data we have access to and consider the impacts for our local communities and our staff.

Undertaking equality impact assessments helps to ensure our Community Risk Management planning process is:

- mitigating the risks of inequality and/or discrimination detrimentally impacting a risk group or individuals
- eliminating the risk of unconscious bias and/or discrimination inadvertently influencing decision making and/or resource allocation
- fully considering and understanding the needs and expectations of our diverse communities and groups including our staff

- ensuring we are meeting our legislative duties linked to supporting equality and inclusivity
- supporting our strategic objectives, embedded within our strategy, of ensuring inclusivity in all the services we provide to our local communities and our staff

(Source: NFCC CRMP Guidance - Equality/People Impact Assessment August 2021)

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**This Equalities Impact Assessment is a high level evaluation of the proposals contained within our People Plan 2022-2026**

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## Equality Impact Assessment

Equality Impact Assessments (EqIA) enable us to consider all the information about a service, policy, practice or activity from an equalities perspective and then put an action plan in place to achieve the best outcome for our employees and service users. Equality Impact Assessments analyse how the work that we undertake can impact different groups. This will help us to make better decisions and evidence how we have reached these decisions.

Department/Section:	Cleveland Fire Authority
Title of EqIA (Name of Service Policy):	People Plan 2022-2026
Date of Assessment:	September 2021-Jan 2022
Assessment carried out by:	K Winter, Assistant Chief Fire Officer Strategic Planning and Resources
Is this Policy:	Applicable to:
Existing <input type="checkbox"/>	Our Staff <input checked="" type="checkbox"/> New and existing
New/Proposed <input checked="" type="checkbox"/> New People Plan	Our Communities <input type="checkbox"/>
Changing <input type="checkbox"/>	Other: Our Partners <input type="checkbox"/>
Other <input type="checkbox"/>	

### What is the aim or purpose of the Service/Policy and any proposed changes/actions?

Our **People Plan 2022-2026** is part of a suite of strategically linked documents that guide the work of Cleveland Fire Brigade to achieving the Authority's corporate objectives as set out in its Corporate Plan 2022-2026.

**Our People Plan** sets out how we will support, train, develop and engage our staff throughout their employment to make a difference every day.

This Plan focuses on the strategic goal, 'Professional, Proud and Passionate People' and the Authority's corporate objectives:

**'to recruit, develop and maintain a professional, diverse and value driven workforce'**

**'to ensure that Cleveland Fire Brigade is a great, fair and inclusive place to work'**

The corporate outcomes 2026 are:

- A Competent Workforce, Outstanding Leaders
- A Safe Workforce, Safe Workplaces
- An Inclusive and Great Place to Work
- A Healthy Workforce

### **Our People Objectives 2026**

We will:

- promote our health and safety culture
- support the health and wellbeing of our people
- provide excellent training and education to ensure the safe and effective delivery of services
- strengthen leadership and line management to support organisational change and improved community outcomes
- diversify our staff, promote inclusion and create a fair and equal great place to work
- ensure that we have the right number of people with the right skills, in the right place, at the right time to deliver our organisational objectives

### **The Four Themes of our People Plan**

Our people Plan is set out in six key themes which reflect our commitment to support and develop our workforce:

**Theme 1: Talent Management:** To ensure that we have the right number of people with the right skills, values and behaviours; in the right place at the right time, to deliver our organisational objectives

**Theme 2: Health & Safety:** To promote our Health and safety culture

**Theme 3: Health & Wellbeing:** To support the health and wellbeing of our people

**Theme 4: Equality, Diversity & Inclusion:** To diversify our staff, promote inclusion and create a fair, equal and great place to work

## What is the data which has been considered?

Our Plan has been developed using the following key sources of insight:

- Annual Population Survey, 2019, ONS
- NFCC Equality Access to Services
- NOMIS - Labour Market statistics
- Performance and Efficiency Report (CFB)
- Community Profile (CFB)
- Workforce profile (CFB)
- Public Sector Equality Duty Report (CFB Staff data)
- NFCC National Data
- Community Risk Management Plan 2022-2026
- Changing Landscapes (CFB)
- Medium Term Financial Strategy 2022-24 (CFB)
- Fire & Rescue National Framework for England
- Professional Standards
- Facing the Future: Sir Ken Knight
- The Independent Review of Conditions of Service for Fire and Rescue Staff in England: Adrian Thomas

Our information and analysis work results in the production of a Community Risk Profile report which considers all protected characteristics of our communities (as defined within The Equality Act 2010), which is published on CFB website ([www.clevelandfire.gov.uk](http://www.clevelandfire.gov.uk))

## Involving and Consulting Stakeholders

The themes within the People Plan have been shaped to a large extent through the regular discussions, work and ideas emanating from the Equality, Diversity and Inclusion Board, the Health and Wellbeing Board and the Health and Safety Committee; and the associated sub groups and Networks. They are also influenced by the need to meet our statutory duty and the insight information we receive. For example our performance information tells us that mental health is a top cause of sickness absence therefore it would seem sensible that we focus on this area of health and wellbeing.

A specific consultation will give people who are not members of the aforementioned Boards and Groups the opportunity to make comment on the content of the Plan and suggest any area of focus or actions that they think should be included. Formal views have been sought from Unison and FBU on 4th December 2021. Staff will be informed of the draft People Plan at Comms on 10th Dec 2021 and they will again be encouraged to join the Groups and Networks.

Views have also been sought from members of our Future Leaders Forum who have been asked to discuss the draft Plan with their staff.

All consultation will be completed by 10th Jan 2022 and any changes will be explained to the Executive Committee and Fire Authority on 21st Jan and 11th Feb 2022 respectively.

Staff will be notified of the content of the final People Plan 2022-26 on 18th Feb 2022 via a full presentation. It will then be published on 1st April 2022.

## Aligned to each Protected Characteristic which group/s is directly or indirectly affected and how?

<b>Age</b>	<p>The actions outlined within our People Plan are based upon our 'Integrated people (Talent) Management Model, which is our well-established workforce model that provides fairness and equality in all aspects of 'people' management; workforce planning, attraction and recruitment, workforce development, retention; and transition (off-boarding including retirement profiling)</p> <p>Across the four themes within our People Plan , there are no <b>negative</b> impacts relating to <b>AGE</b>.</p> <p><b>Postive impacts</b> within each 'people' theme are summarised as:</p> <p><b>Theme 1: Talent Management:</b> all ages are supported from attraction, identification, development, retention and transition e.g. no age limits on posts unless to meet statutory requirements i.e. minimum age for firefighter age 18 years; no barriers to promotion or development and supportive off-boarding arrangements e.g. preparing for retirement and beyond.</p> <p><b>Theme 2: Health &amp; Safety:</b> early identification of trends in relation to accidents, near misses and cause for concern, ensuring workplaces are safe and free from hazards and with timely and appropriate action taken to resolve any issues identified, regardless of age of staff</p> <p><b>Theme 3: Health &amp; Wellbeing:</b> a range of health and wellbeing arrangements which promote, prevent, detect and support, and treat and recover which includes aspects of physical and mental health, as well as health promotion and our 'off-boarding arrangements' to support those staff who are retiring from the Brigade. in relation to their mental wellbeing.</p> <p><b>Theme 4 Equality, Diversity and Inclusion:</b> creating an inclusive, fair and free from discrimination workplace and working practices; where everyone is treated equal regardless of age</p>
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**Disability**

Within the Brigade 2.3% have shared that they have a disability or long term health problems.

Cleveland Fire Brigade is a Disability Confident Leader and as such, are committed to equality, diversity and inclusion and through the creation of a workplace which is positive about disability. The Brigade understands and demonstrates its responsibilities and recognises all forms of disability under the Disability Discrimination Act.

We have carried out detailed analysis based on the latest information relating to the profile of our workforce. Declared disability within all staff groups is very low, however as a Brigade we are also mindful that there are many 'hidden disabilities' which are often not reported such as neuro-diverse conditions, Crohn's disease, Colitis, and Diabetes.

As part of the consultation in developing this plan, all members of the Brigades EDI Board and sub-groups, HWB board and sub-groups, and staff networks which include staff Disability Network have been invited to provide feedback.

Across the four themes, there are no **negative** impacts anticipated aligned to this characteristic

**Positive impacts** within each theme are summarised as:

**Theme 1: Talent Management:** workplace adjustments for certain roles can be put in place which will help us to attract and recruit people with disabilities. Adjustments can also be made in the recruitment and promotion processes when we are informed such as allowing additional time to undertake an assessment, using different coloured paper or providing a reader for on-line tests.

**Theme 2: Health & Safety:** risk assessment and work place controls in place, safe workplaces, specialist equipment/resources to meet individual needs e.g. ICT magnified screen for visual impaired, clear signage.

**Theme 3: Health & Wellbeing:** a range of health and wellbeing arrangements in place which seek to provide support to individuals and managers.

**Theme 4 Equality, Diversity and Inclusion:** Disability Confident Leader status, a range of support in place for staff and managers such as 'Sunflower Lanyards', Neuro-diverse guidance, Workplace Adjustment Record, access to Occupational Health, individual risk assessments. Disability Staff Network in place.

**Aligned to each Protected Characteristic which group/s is directly or indirectly affected and how?**

**Gender Reassignment**

Cleveland Fire Brigade is an inclusive employer and is committed to ensuring that all employees can experience a workplace without fear of discrimination, bullying and/or harassment on the grounds of being transgender, non-binary, intersex, undergoing any process of gender reassignment, or because of their gender identity. Equally, we apply this same understanding when delivering our services to our local communities.

Across the four themes, there are no **negative** impacts anticipated aligned to this characteristic.

**Positive** impacts are summarised within the following themes:

**Theme 3: Health & Wellbeing:** a range of health and wellbeing arrangements in place which seek to provide support to individuals and managers, occupational health services who are able to signpost specialist advice to help our staff who are considering, are in the process of transitioning and those who have transitioned.

**Theme 4: Equality, Diversity and Inclusion:** seek to be an Employer of Choice creating an inclusive, fair and free from discrimination workplace and working practices; where everyone can come to work and 'be their true self'. A 'Transgender' guidance document has been produced and published on the Brigades intranet site to assist individuals and managers with information to assist their understanding and signpost support for anyone who is considering or is in the process of transitioning and those that have made that transition.

**Pregnancy and Maternity**

We have well embedded policies and procedures which consider all the needs of our staff in relation to maternity and pregnancy.

Across the four themes, there are no **negative** impacts anticipated aligned to this characteristic.

**Positive** impacts are summarised within the following themes:

**Theme 1: Talent Management:** recruitment process does not restrict those who may be/are pregnant to apply. A range of policies in place to support maternity and paternity such as maternity/paternity leave, maternity pay

**Theme 2: Health & Safety:** risk assessments in place which includes placing those operational members of staff who are pregnant on alternative duties and work place controls in place, safe workplaces. PPE adjustments and maternity uniform available.

**Theme 3: Health & Wellbeing:** a range of health and wellbeing arrangements in place that seek to provide support to individuals, managers, occupational health services etc.

**Theme 4: Equality, Diversity and Inclusion:** fair and equal treatment of all staff

**Race**

Our workforce profile tells us that 0.9% of our operational staff (Whole-time and on-call) and 1.7% of Green Book are from BAME background.

We have a proactive active approach to attraction and recruitment which seeks to encourage individuals from those under-represented parts of our community to come and work for us and to build a career with us. We also closely monitor for trends to support the early identification of any barriers that may exist which prevent individuals from being successful at stages within recruitment which includes promotion processes. Equally, we monitor for trends in those individuals who leave the Brigade to ensure that those those from minority backgrounds are not leaving disproportionately.

In 2021 we published information to support 'Ethnicity Pay Gap Reporting, which is voluntary and seeks to increase transparency, improve inclusion and tackle inequality in the workplace.

Across the four themes, there are no **negative impacts** anticipated aligned to this characteristic

**Positive** impacts are summarised within the following themes:

**Theme 1: Talent Management:** recruitment process does not restrict people from ethnic backgrounds. Positive action initiatives are used to attract those from ethnic backgrounds, which are under-represented in our existing workforce.

**Theme 2: Health & Safety:** legally compliant which includes individual risk assessments with specific control measures being put in place in response to COVID-19 on specific ethnic groups.

**Theme 3: Health & Wellbeing:** a range of health and wellbeing arrangements which promote, prevent, detect and support, and treat and recover which includes aspects of health that are specific to race such as the additional health surveillance arising from impacts of COVID-19 on specific ethnic groups

**Theme 4: Equality, Diversity and Inclusion:** fair and equal treatment of all staff, positive action used to encourage people from ethnic backgrounds to work for us. Cultural Inclusion Staff Network in place

**Religion and Belief**

Our workforce profile in terms of religion and belief is:

- 29% of all staff identify as being Christian
- 27.6% identify as having no religion
- 0.5% identify as Buddhist 0.3% identify as Muslim
- 31.45% have not declared their religion

Across the four themes, there are no **negative** impacts anticipated aligned to this characteristic

**Positive** impacts are summarised within the following themes:

**Theme 1: Talent Management:** Positive action initiatives support attraction of people with certain religious beliefs who may not otherwise consider the fire service as a career option. Information made available to staff to support understanding e.g. Muslim faith and festival of 'Ramadan', and workplace adjustments to support staff during this period.

**Theme 2: Health & Safety:** risk assessment process which is used to identify any hazards and control measures which may arise due to certain religious requirements e.g. facial hair, head coverings. Adjustments where possible will be made or items procured. Guidance for staff to support certain religious beliefs, such as fasting during daytime during 'Ramadan' is available.

**Theme 3: Health & Wellbeing:** a range of occupational health services available which may be adjusted to meet certain religious beliefs e.g. used of non-alcohol sanitiser etc.

**Theme 4: Equality, Diversity and Inclusion:** fair and equal treatment of all staff, positive action used to encourage people with different religious beliefs to work for us. Cultural Diverse Staff Network.

**Gender**

Our workforce profile data tells us that:

- 78% of our workforce are male
- 6.8% of operational staff are female
- 87% of Fire Control staff are female
- 56% of corporate staff are female
- the % of all females employed within CFB has increased since last year to 21%
- the gender split within Teesside which shows that 50.7% of the working population is female

Across the four themes, there are no **negative** impacts anticipated aligned to this characteristic

**Positive** impacts are summarised within the following themes:

**Theme 1: Talent Management:** Positive action initiatives support attraction of female to be Firefighters as they are currently under-represented in that work group. The number of males within Fire Control roles is increasing.

**Theme2: Health and Safety:** male and female fit PPE provided, emergency sanitary products available on all frontline appliances and brigade premises as part of welfare arrangements

**Theme 3: Health & Wellbeing:** a range of occupational health services available to support male and female staff. Menopause training and guidance implemented. Health promotions include 'Movember', Men's Health Day etc.

**Theme 4: Equality, Diversity and Inclusion:** fair and equal treatment of all staff, positive action used to encourage people females or males in those part of the workforce where gender is under-represented. Female Staff Network.

Aligned to each Protected Characteristic which group/s is affected and how?

**Sexual Orientation**

Cleveland Fire Brigade is a member of Stonewall, and are committed to providing a workplace which is free from discrimination.

1.44% within the Brigade identified as Lesbian/ Gay/ Bisexual. However 28% of all staff have not declared their sexuality at all.

Across the four themes, there are no **negative** impacts anticipated aligned to this characteristic

**Positive** impacts are summarised within the following themes:

**Theme 1: Talent Management:** Positive action initiatives support attraction of people regardless of sexual orientation as an Employer of Choice creating an inclusive workplace..

**Theme 4: Equality, Diversity and Inclusion:** Our staff are able to sign up to the 'Rainbow Pledge', attend PRIDE events to show our support to the LGBT community, have developed LGBT guidance for staff and managers, LGBT Staff Network.

## Monitoring and Review

What procedures are in place to monitor the impacts outlined in the analysis and feedback from stakeholders

Staff and Representative Bodies have been consulted on the development of this Plan (December 21/January 2022 ). Feedback has been considered to inform any amendments to this Equality Impact Assessment. No risks or issues were identified as a result of the consultation process. This EqIA will continue to be monitored and appropriate actions implemented to address or reduce risks identified aligned to specific protected characteristics in the delivery of the actions within the People Plan

Date of Review

January 2022

## Authorisation of Equality Impact Assessment

Name: K Winter

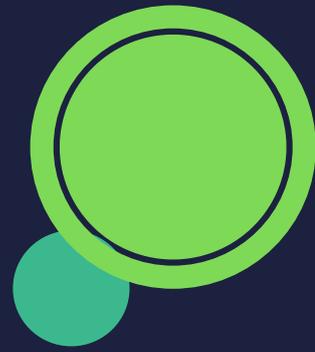
Role: Assistant Chief Fire Officer, Strategic Planning and Resources

Date: 20th January 2022



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**Equality is at the heart of what we do. We aim to recruit, develop and maintain a professional and diverse workforce; with proud passionate people who will make Cleveland Fire Brigade a 'Great place to Work.'**



January 2022

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