

## IW FIRE AND RESCUE EQUALITY AND DIVERSITY ACTION PLAN

JULY 2007

This action plan integrates actions from our collated action plan within the Corporate Framework for achieving level 2 of the equality standard for Local Government

|   | <b>Equality Standard for Local Government</b>                                      | <b>ACTION REQUIRED</b>  | <b>By Whom</b>                          | <b>By When/ Update</b>  |
|---|--|---|---|---|
| 1 | Engagement in impact/needs/requirement assessment process                          | <p>a. Demonstrate use of Impact Assessments and outcomes - DDA issues liaise with Nick Cook -Property Services/liaise with Helen Newbery multi-agency language cards/provision of information in alternative formats on request/continue Positive Action events to raise awareness of career opportunities/target high risk groups including: single parents, long term illness, long-term rents, single elderly/vulnerable young drivers, social landlords-houses of multiple occupation -language issues/continue to update knowledge of the diverse needs of the community/continue partnership networking</p> <p>b. Include impact assessment actions in team plan template</p> <p>c. Ensure all staff know about and are trained in the application of Impact Assessments</p> <p>d. Identify and list all key decisions taken in the IW Fire &amp; Rescue Service that could potentially be prejudicious and develop action plan to ensure impact assessments undertaken on all decision areas including the development of new /revised policies, embed E&amp;D into every strategy</p> | <p>SA</p> <p>SA</p> <p>SA</p> <p>SA</p> | <p>Ongoing.</p> <p>Sept 07 - ongoing</p> <p>Ongoing</p> <p>Sep-07</p> |
| 2 | Engagement in consultation with designated community, staff and stakeholder groups | <p>a. Team to identify and record their designated stakeholder groups</p> <p>b. Audit information for each group</p> <p>c. Plan consultation programmes for service improvement - liaison with Pam Stamps consultation officer 3251 - Citizen Panel, and in service consultation as required/consultation with local groups e.g. Island Access Group/IRMP consultation/liaise with Age Concern</p> <p>d. Develop quality assurance feedback methodology for user group (include Team Plan) Implement within 07</p>  | <p>SA</p> <p>SA</p> <p>SA</p> <p>SA</p> | <p>Oct-07</p> <p>Jul-07</p> <p>Ongoing</p> <p>Ongoing</p>             |

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|---|---|--|--|---|
| 3 | Development of Information and Monitoring Systems             | <p>a. All staff ethnicity known and recorded - all check new intranet entry has their ethnicity details</p> <p>b. Continue to support service representation to Diversity Link Group - feedback to Team meetings &amp; support to E&amp;D forum within the service</p> <p>c. All user ethnicity known and recorded</p>   | SA<br>SA<br>SA                                 | Sept 07 - ongoing<br><br>ongoing<br><br>Ongoing   |
| 4 | Action plan in place for employment, pay and service delivery | <p>a. All Team members to attend E&amp;D training &amp; updates</p> <p>b. Ensure all staff have copy of IWC Comprehensive Equalities Plan and are aware of the race/disability/gender equality schemes and discuss at team meetings as required</p> <p>c. Ensure staff aware of changes to HR policies (Intranet)</p> <p>d. Ensure staff aware of translation services</p> <p>e. Contracts with providers reflect RES requirements</p> <p>f. Continue to ensure all staff are given equal opportunity to develop</p> <p>g. Review current multi-agency reporting from in liaison with Helen Newbery E&amp;D Team</p> | SA<br>SA<br><br>SA<br>SA<br><br>SA<br>SA<br>SA | Ongoing<br><br>Ongoing - discussed at Team meetings - staff aware where to find a copies<br><br>Ongoing<br>Ongoing - discussed at Team meeting - Rosie Barnard first contact if need arises<br><br>Ongoing<br>Ongoing<br>Nov-07 |
| 5 | System of self-assessment, scrutiny and audit established     | <p>a. Action required from Diversity Impact Assessment &amp; action plan to be integrated into Team plans</p> <p>b. Monitor Action Plan via Team meetings quarterly</p> <p>c. Partnership work with SE Regional Fire Service to achieve level 3 of the Equality Standard for Local Government by December 2008</p>   | SA<br>SA<br>SA                                 | Ongoing - annual assessment<br><br>Add to Team Meeting agenda July, October, January - Review Oct 07  |

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11-Jul-07