



Members of the Inclusion & Equality Forum

Headquarters  
Butterley Hall, Ripley,  
Derbyshire. DE5 3RS

Contact Name & Address  
Laura Slade/  
Marie Lloyd-Jones/  
Leanne Mellors

Contact Extension No  
5317 / 5318 / 5370

Telephone No  
01773 305305

Our Reference  
GT/MLJ

Your Reference

Date  
30 August 2022

Dear Member

## **MEETING OF THE INCLUSION & EQUALITY FORUM**

Please attend the meeting of the Inclusion & Equality Forum, which will be held on **Tuesday 6 September 2022** at **1000 hours** in person at the **Joint Training Centre**. If you have any concerns about attending please let me know. The agenda is set out below.

Yours sincerely

**Gavin Tomlinson**  
**Chief Fire Officer/Chief Executive**

## **A G E N D A**

1. Apologies
2. Declaration of Interests
3. Minutes of the Meeting held on 16 November 2022
4. Minutes of the Independent Community Inclusion Board held on 8 June
5. Public Sector Equality Duty (verbal update) - Area Manager Clive Stanbrook
6. Positive Action in the Fire & Rescue Service (verbal update) - Gina Staley
7. Report on Inclusion Activities - Area Manager Clive Stanbrook/  
Station Manager Mick Wyldbore-Wood.

email: [reception@derbys-fire.gov.uk](mailto:reception@derbys-fire.gov.uk)  
www.derbys-fire.gov.uk

Chief Fire Officer / Chief Executive  
Gavin Tomlinson MBA MIFireE



# DERBYSHIRE FIRE & RESCUE SERVICE

## INCLUSION & EQUALITY FORUM

### MINUTES OF MEETING HELD ON 16 NOVEMBER 2021

**Present:** Cllr Jack Woolley (Chair)  
Cllr Evonne Williams  
Cllr David Taylor  
Cllr Sue Burfoot  
Cllr Ludwig Ramsey  
Louise Taylor  
Clive Stanbrook

**Committee Clerk:** Laura Slade

**Apologies:** Cllr Steve Marshall-Clarke

#### 1. Declarations of Interest

No declarations of interest were declared by Members.

#### 2. Minutes of the meeting held on 27 April 2021

The minutes were agreed as an accurate record.

#### 3. Minutes of the Independent Community Inclusion Board held on 29 June 2021

Members noted the minutes of the Independent Community Inclusion Board (ICIB).

#### 4. Performance and Inclusion Strategy

Area Manager Clive Stanbrook provided Members with an overview of the strategic direction and intention with regards inclusion within Derbyshire Fire & Rescue Service.

Members noted that the current inclusion officers had recently left the Service and two new inclusion officers have been recruited. Once in post, the team will be asked to produce a one year plan which will be a check and balance exercise, followed by a three year plan looking forward and then to produce a five year strategy.

Members noted that within the officer group of 31 operational officers, there is only one female employee. The Service recognises the challenges ahead and see the I&E forum having a role to help push inclusion forward across the organisation.

A Conservative Member asked if there is a plan in place to increase female representation. C Stanbrook confirmed that the gender network will be key to looking into this further, but feedback from the network has been that there are several females in Watch Manager roles who are looking for progression. Plans are also in place to look at what flexibility can be applied to shift systems.

The new inclusion officers will drive the inclusion agenda forward, but help will be required from stations to support engagement with communities. Partners will also need to work together and outside support will be sought from the ICIB.

Members asked that the I&E strategy is discussed by the I&E forum once produced. This will then enable Members to have an input and support the direction of the Service.

## **5. Positive Action in the Fire & Rescue Service**

Councillor Ramsey provided Members with a presentation which he will be delivering at a Multi-Cultural event at Chesterfield Fire Station on 24 November focusing on positive action. The event is open to everyone and aims to celebrate Derbyshire's diverse communities.

Members noted the content of the presentation and agreed that engagement across the workforce is key to increasing the diversity of the Service. C Stanbrook confirmed that visits to crews will be undertaken by performance station managers and the inclusion team to discuss further.

## **6. Inclusion Activities**

C Stanbrook presented a report to Members providing an update on inclusion activities across the Service.

Updates included those relating to protected characteristics, employee networks, events and campaigns, people impact assessments and inclusion and inclusive companies benchmark.

In response to a query on whether the Service is looking to introduce a menopause policy, C Stanbrook stated that this hadn't been considered but a proposal will be brought forward to the Gender Network in light of this suggestion.

**Action: Area Manager Clive Stanbrook to raise the request to introduce a menopause policy at the next Gender Network meeting.**

## **7. Any Other Business**

L Taylor informed Members that a request has been received from the ICIB to have a seat on the I&E forum. This has been the case in previous years. Members confirmed that they were happy to invite a member of the ICIB to future meetings.

**Action: L Taylor to inform ICIB.**

The I&E forum also agreed to send a representative to the next ICIB meeting to meet with them and gain a better understanding of some of the issues that may affect the Fire Service.

**DERBYSHIRE FIRE & RESCUE SERVICE**  
**Independent Community Inclusion Board (ICIB) Meeting**  
**8<sup>th</sup> June 2022 10:00**  
**Ascot Drive Community Room**

**In Attendance:**

<b>Mick Wyldbore Wood</b>	DFRS, Station Manager, Prevention and Inclusion
<b>Clive Stanbrook</b>	DFRS Area Manager, Prevention and Inclusion
<b>Natasha Cover</b>	Group Support Officer, Community Action, Derby
<b>Lud Ramsey</b>	African-Caribbean Chesterfield Association
<b>Ed Duay</b>	Senior Adviser of Derby & Derbyshire Filipino Community
<b>Angela Bell</b>	DFRS, Prevention & Inclusion Co-Ordinator
<b>Gina Staley</b>	DFRS, Equality, Diversity & Inclusion Officer
<b>Geoff Sweeney (via Teams)</b>	Multifaith Centre, Centre Manager, The University of Derby
<b>Louise Champion (via Teams)</b>	Children and Young People Department, DCC
<b>Tracey Applegate</b>	Hearing Help UK
<b>Siobhan Donnelly</b>	DFRS, Equality, Diversity & Inclusion Officer

**Apologies:**

<b>Joe Kupranec</b>	Ukrainian Community Association
<b>George Mighty</b>	Derby West Indian Community Association
<b>Sarah Shaw</b>	NHS Vulnerable Women and Children
<b>Lee Williams</b>	DFRS General Manager, Prevention and Inclusion
<b>Tania Thomas</b>	

Date of Meeting	Note/Decision	Action By	Due Date
<p>Item 1</p> <p>1.1</p> <p>1.2</p>	<p><b>Welcome and Apologies</b></p> <p><b>MWW</b> welcomed all to the meeting and apologies accepted.</p> <p><b>MWW</b> also reiterated the purpose of the meeting, the structure, and the role of the ICIB members.</p> <p>Feedback was then taken from the group members present</p> <p><b>LR</b> – there needs to be more involvement in the community, this appears to be a one-way street.</p> <p><b>ED</b> – we help you spread your safety messages and we utilise the community centre here at Ascot Drive, we have struggled to get a community group to a station for a visit but otherwise we are very happy.</p> <p><b>NC</b> – there are wider issues within the fire service, there appears to be a tick box for inclusion. We get feedback on ‘how many people are employed of a certain ethnicity’, ‘the process of recruitment showing we are low on black women, etc.’ good to know, but not happy yet. We are not involved in the process, yet we are the experts. There was a question raised over the qualifications needed to apply, we need to look at this.</p> <p><b>CS</b> – I agree with these points, handing out leaflets does not work. We need everyone’s’ help to get this group working better, it can’t be one way.</p> <p><b>LC</b> is attending on behalf of Ruth Peat and has not experience of this meeting so is unable to comment</p> <p><b>TA</b> – no prior knowledge as I have just taken over this role</p> <p><b>GS</b> – I don’t know anything about ICIB, I have been involved in the consultation on strategy, but I am not entirely sure.</p> <p><b>LR</b> – At the next meeting, I will present to understand why the fire service has not grown, the police invest a lot of time to the community, in Hampshire in particular, fire services haven’t.</p> <p><b>MWW</b> – there is passion in the team to move inclusion forward.</p>		

<p><b>Item 2.</b></p>	<p><b>Service priorities</b>  <b>MWW</b> – so service priorities explain what we are doing, aligning our actions to these priorities which adds weight to everything we do.</p> <p><b>GSt</b> to share service priorities and objectives with the group  <b>SD</b> – NC raise continuity, when people from the black community shout and shout, some people will respond with ‘you’re only saying that because you are black’. The service works on data, so GSt and I will be the translators and will have the evidence to show why there is the need to change.  <b>NC</b> – I get that, data, stories and research  <b>CS</b> – I believe we have shied away from KPI’s, more input for underrepresented groups now.  <b>SD</b> – KPI’s ensure everything is accountable, it is progress. They need to be SMART, previous relevant but don’t align.</p> <ol style="list-style-type: none"> <li>1. We will improve our understanding of all our communities to keep them safe from fire and other emergencies.</li> <li>2. We will improve our understanding of our workforce and create an environment where all can achieve.</li> <li>3. We will improve the representation of the workforce to reflect the community we serve; to provide the diversity of thought skills, and experiences required to make sure everyone in Derbyshire is safer.</li> </ol> <p><b>SD</b> – there are another two but we are pushed for time to go through these.</p>	<p><b>22/06/2022</b></p>	<p><b>Gst</b></p>
<p><b>Item 3.</b></p>	<p><b>SD</b> - the public sector report is at draft stage</p> <p><b>AOB</b></p> <p><b>GSt.</b> - I just want to strengthen the message that I am very keen for this to be a two-way street.</p> <p><b>ED</b> – We facilitate a club for the young people every Friday and I would like to arrange a visit to a station.</p>	<p><b>asap</b></p>	<p><b>MWW</b></p>

	<p><b>ED</b> – we have Independence Day on Sunday 12<sup>th</sup> at Riverside, I will send the information to you.</p> <p><b>LR</b> – Friday I am going to take this to the LGA, I want to raise the work of ICIB and how I believe we can make it work. Lots of FS's looking to improve EDI but we can show them the way. It is important to understand the history of the Fire Service.</p> <p><b>TC</b> – I will not go into my community to get them involved in something for a tick. We need to ensure we are not tight on resources.</p> <p><b>CS</b> – Agree, we are not interested in tick boxes.</p> <p><b>SD</b> – We need to look at ourselves to make changes if needed.</p> <p><b>LC</b> – The priorities discussed, are they service focussed or departmental?</p> <p><b>SD</b> – The Service priorities are equality objectives</p> <p><b>LC</b> - Assurance all departmental action plans will have an element of EDI included.</p> <p><b>SD</b> – There is an EQIA in every people orientated action.</p> <p>Meeting ended 12:05</p> <p>Next meeting – <b>08/09/2022</b></p>		
--	---	--	--