



South Wales Fire and Rescue Service

Annual Equality Report

1st April 2014 to 31st March 2015

South Wales
Fire and Rescue Service



Gwasanaeth Tân ac Achub
De Cymru

Raising Awareness - Reducing Risk

Equality Statement

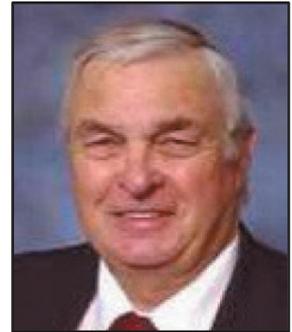
South Wales Fire and Rescue Service (SWFRS) continues to build equality and diversity into everything that we do- from creating a workplace which values the diversity of employees, to delivering people centred services for all the communities in South Wales. This in an ongoing journey which we are committed to continue.



Huw Jakeway
Chief Fire Officer



Sally Chapman
DCO
Finance and Corporate
Services



Cllr Tudor Davies
Chairman
SWFR Authority

To see how we are working to making equalities real in the Fire Service, please look at our Strategic Equality Plan, Risk Reduction Plan, and Improvement Plan. These can all be found, along with other information, on our website: southwales-fire.gov.uk

This document can be provided in alternative formats upon request to the contact provided on the back page.

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Introduction

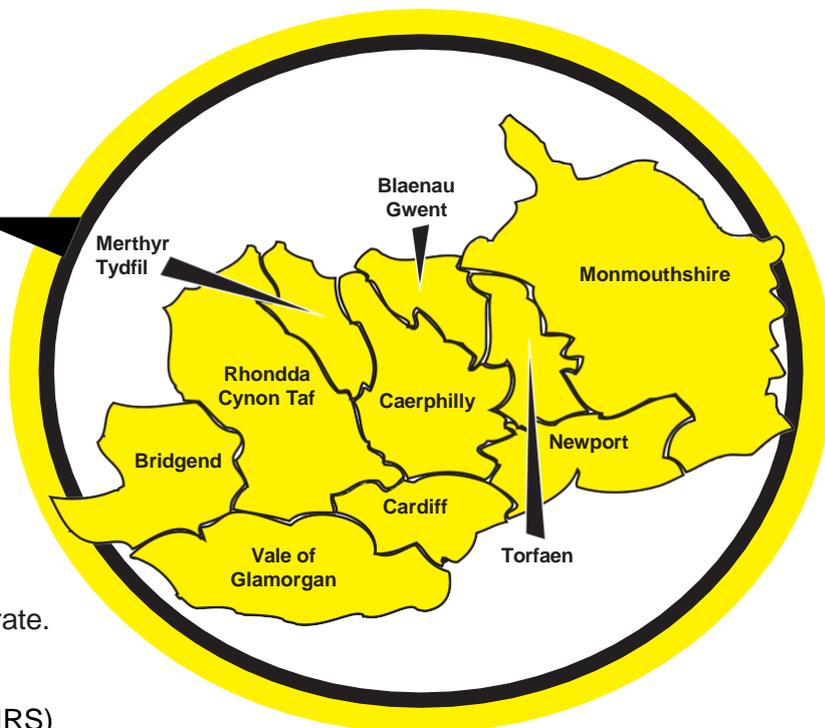
Equality has changed significantly over the last few years, most recently with the replacement of over 100 pieces of legislation with one piece of law (Equality Act 2010), and the Wales Specific Duties.

This Annual Report aims to meet Regulation 14 of the Wales Specific Duties; it carries on from the last Annual Report , and should be read with it to get a full picture ([LINK](#))

Who We Are

South Wales Fire and Rescue Service (SWFRS) covers 10 Unitary Authorities (UA). There are 24 elected members on the SWFRS Fire Authority nominated from the 10 UA's. It is one of the largest fire and rescue service areas within the UK and is made up of rural, coastal and urban areas.

Area: 2,700 km²
Population: 1.49 million
Dwellings: 659,000
Non-Domestic Properties: 44,800
(Approximate figures)



In 2014/15 we dealt with:

- **30,051** emergency calls.
- **17,402** incidents.
- **5,916** fires of which **4,156** were deliberate.
- **1,284** road traffic collisions (RTC's).

Source – Incident Recording System (IRS)

We:

- Rescued **368** people trapped in vehicles.
- Did not turn out to **727** calls having identified them as malicious.
- We turned out to **420** calls having failed to identify them as malicious.
- Completed **24,990** home fire safety checks.
- Carried out **908** fire safety publicity events.
- Carried out **1,192** educational fire safety talks.
- Had face to face engagement with **68,417** people through community safety and educational events.

Source- Fire & Rescue Services' Annual Statistical Returns (Community Fire Safety 2014-15)

Employment contracts held were for:

52 control staff, **293** corporate staff **668** retained firefighters, and **807** whole time firefighters (of which **682** are station based). There was also **168** auxiliary firefighters for additional cover in times of difficulty.

We have **47** Fire Stations which deployed both fire engines and reserve vehicles.

We have other specialist vehicles to deal with a wide range of emergencies (eg. large animal rescue, etc)

All emergency calls are managed by Fire Control based in Pontyclun, and our headquarters is in Llantrisant.

Our Vision

To make South Wales safer by reducing risk.

Our Vision Statement describes an ideal future and unites SWFRS around a common purpose.



Our Mission

We will achieve our Vision by:

- Serving our communities' needs
- Working with others
- Facing challenges through innovation and improvement
- Reducing Risk through education, enforcement and response
- Succeeding in making South Wales safer

Our Values

Our VALUES define what we stand for — they are our core rules. Once defined, the values that are important to us should be reflected in everything we do.

Caring

- Dedicated
- Disciplined
- Dynamic
- Professional
- Resilient
- Respectful
- Trustworthy

Whenever you come into contact with the Service, these values should always be evident.

General Duty

The Equality Act 2010 established a General Duty which aims to ensure people with Protected Characteristics are not excluded, discriminated against, or otherwise treated less than anyone else, due to their protected characteristics; and consists of three fundamental areas:

Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act

Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it

Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

The General Duty is further supported by the Wales Specific Duties (the Human Rights Act also supports equality work, but is not explicitly included in this Report).

Some of the ways we have worked towards the General Duty include:

One fire station held an open day for all members of the community

Entered Stonewall's Workplace Index,

Signed up to the White Ribbon Campaign

Became a partner with the Time to Change Wales Project

Participated in International Day of Older Persons and carried out a specific home fire safety campaign

Was a sponsor of the Mela multi-cultural event

Developed guidance for supporting differing staff needs at station

Created an in-house video to accompany our Domestic Abuse policy

Developed videos for use by females interested in applying to be fire-fighters

Participated in International Women's Day event to promote non-traditional careers to young women

The Wales Specific Duties

This section shows what we have done, and what we intend to do, in relation to the Wales Specific Duties, in order to meet the General Duty as mentioned above.

Regulation 3: Equality Objectives

Equality objectives should be mainstreamed so that all services and departments contribute to equality improvement and manage their equality commitments as part and parcel of their general improvement and customer service commitments.

Regulation 4: Preparation and review of equality objectives

Authorities have a duty to collect a range of equality information to contribute to this evidence base.

What we did

Developed, for Fire Brake, a workable all-Wales monitoring form for community engagement so we can get a better picture of those groups we are reaching, and those we are not

Continued the ongoing work on how we gather information, why we do it, and what changes as a result, on an all-Wales basis

Established a dedicated team to look into, and action, engagement and consultation

What we still intend to do

Further progress the collection of all-Wales equality information with the other two Fire Services

Ensure our new Strategic Equality Plan is easy to read, short, and links to improvement actions set by the Service

Regulation 5: Engagement provisions

As part of gathering relevant information, an Authority will need to engage appropriate people in assessing its work in relation to meeting the three aims of the general duty

SEP Outcome 1: Risk reduction information and delivery is accessible to all communities and tailored to their needs

SEP Outcome 2: Tailored, coordinated and sustainable community engagement activity fosters mutual trust and understanding which informs improvements in service delivery

What we did

Increased usage of pictorial information for risk reduction across communities

Participated in taped sessions to be used as podcasts for people who are blind or visually impaired

Was an active partner in the International Day for Older Persons, which included targeted home safety information

Further promoted language line for front line staff

Expanded and strengthened our external partnerships, including those providing services on our behalf (such as the 55 voluntary agencies who do home fire safety checks for their users)

What we still intend to do

Develop and implement a fit-for-purpose engagement strategy

Regulation 6: Accessibility of published information

- Local Authorities must ensure that any document or information published to meet its general or specific equality duties in a form that is accessible to people from protected groups
- SEP Outcome 13: Internal and external communications promote key equality and diversity messages and recognise the diverse communication requirements of staff and the community.

What we did

Ensured all videos are subtitled

Increased the use of pictures and reduced the wording when sharing information, including our end of year statistics, with the public

Expanded our social media presence to promote key messages/campaigns

What we still intend to do

Redesign our Improvement Plan so it is easier to read, shorter, and visually represents our diverse communities

Make the new Strategic Equality Plan colourful, easy to read, and user friendly on our website

Regulation 7: Arrangements for collection of information about compliance with the general duty

- An authority must put appropriate arrangements in place to ensure that it identifies the relevant information that it holds, and identifies and collects relevant information that it does not hold.

SEP Outcome 11: Equality data is collated, analysed and used to inform improvements

What we did

Established an in-house engagement team

Worked with Fire Brake on the business case for better collection of data from our proactive work (such as home fire safety checks)

Built into the new HR system the ability for staff to self manage their equality information

What we still intend to do

Continue working on improving how we collect data, why we do it, and how it's used

Regulation 8: Impact and monitoring of policies and practices

Assessments need to be completed when a policy or practice is being proposed or reviewed. This will include business planning, efficiency proposals and staff restructures.

SEP Outcome 8: The practical benefits of carrying out an Equality Risk Assessment are understood by all staff and they are carried out at the beginning of any activity, decision, and project or policy development.

What we did

Provided four further sessions on Equality Risk Assessment (ERA) training to staff

What we still intend to do

Look at how to better incorporate the spirit of ERAs into what we do

Regulation 9: Collection and reporting of employment information

This includes data on recruitment and retention, promotion, training opportunities, and grievance and disciplinary actions.

SEP Outcome 3: Staff feel valued and have equal access to development opportunities

SEP Outcome 10: An Authority that seeks out improvements and is willing to reengineer existing and traditional ways of working to embrace the opportunities of the current economic climate

What we did

Worked with provider of planned new HR system to include, wherever possible, the ability for staff to complete their own Protected Characteristics (age, disability, etc) information

Increased the promotion of opportunities via the in-house routine notice as well as the learning and development section of intranet

What we still intend to do

Monitor percentage of staff who complete their information on the new HR system on an annual basis

Grievance Data:

Out of fifteen disciplinary cases, the available equality data is as follows:

Male: 15 White British/Welsh: 13 Asian Pakistani: 2 Heterosexual: 13 Not Stated: 2

Without the proper collection of data, links between Protected Characteristics and reasons for Discipline/Grievances become difficult to assess. The Service is aware of this and a confidential way to gather information will be looked into during the new year.

Regulation 10: Staff Training

Authorities are required to promote knowledge and understanding of the general and specific duties amongst employees and must ensure that performance assessment procedures, such as personal appraisals or personal development reviews, are used to identify and address training needs.

SEP Outcome 7: Leaders are confident in promoting key equality messages both internally and externally

What we did

Put all our e-learning modules on a system so we can see where any gaps may be

Provided an awareness session to senior management on Unconscious Bias

Held a Colour Works workshop for middle managers

Facilitated equality sessions within staff inductions

What we still intend to do

Review and amend the appraisal process so it includes real and meaningful discussions about development opportunities

Look into buying a suitable e-learning package on equality and diversity

Regulation 11 and 12: Equal pay and Action Plans

There is also a requirement to consider this information when drawing up equality objectives. Local Authorities must also publish an equality objective and action plan in relation to addressing any gender pay difference identified or publish reasons why it has not done so.

SEP Outcome 4: Open, honest and multi directional communication fosters trust, builds relationships and informs improvements for our staff. This includes transparency and equality relating to pay

SEP Outcome 5: Staff conflict is resolved quickly

SEP Outcome 6: Opportunities for flexible working enable staff to balance their life and work commitments

As part of our Shaping our Future programme, we will be reviewing all employee contract elements to assess equal pay (this includes allowances, benefits in kind, etc) and identify issues.

We are also purchasing a Local Government approved programme to evaluate posts and from this we will be able to see the gaps and begin addressing/fixing

Regulation 13: Review of arrangements

Regulation 14: Annual reporting on compliance with the general duty
Equality objectives must be reviewed at least every 4 years. Authorities are also required to keep under review other aspects of compliance with general and specific duties.

SEP Outcome 9: Transparent reporting of equality and diversity successes and challenges

SEP Outcome 14: Achievements and successes are celebrated and promoted internally, locally and nationally.

What we did

Ensured our Annual Equality Report was published bilingually and before deadline

Made the equality section of our website more user friendly so it's easier to find information

What we intend to do

Develop the new Strategic Equality Plan so it is short, easy to understand, links to improvement objectives, and people focused

Regulation 18: Public procurement

The general duty applies to all procurement regardless of the value of the contract. The specific duty applies when a Local Authority is procuring works, goods or services from other organisations on the basis of a 'relevant agreement'

SEP Outcome 12: We use public money in a fair and equitable way, sustaining local communities and organisations by widening access to contracts by promoting opportunities to small/medium enterprises (SMEs), local business and the third sector

What we did

Advertised all our requirements over (£10k in cost) through the Sell2Wales portal in order to attract local SME's.

As part of the National Procurement Service of Wales, we used their frameworks (which are broken down into regional lots) as this ensures that SME's are able to bid for and win contracts.

What we intend to do

Carry out a dip sample on suppliers to see how many are local

Service Data

1st April 2014- 31st March 2015

Casualties:	
Accidental Home Fires	
People Aged 65+	20
Race: (all excluding Welsh & English)	8
Road Accidents (attended by SWFRS)	
People Aged 65+	80
Race: (all excluding Welsh & English)	89
source- Incident Recording System (IRS)	
Home Fire Safety Checks (HFSC):	
Disabled	6,176
Smoke alarms installed	2,198
People Aged 65+	9,565
Smoke alarms installed	4,840
Race (all excl. Welsh & English)	624
Smoke alarms installed	503
Single Parent Households	960
Smoke alarms installed	765
All Specialist deaf smoke alarms installed	1,990

'After the Incident Survey' Data

April 2014 to March 2015

We recently started including an anonymous supplement of questions based on Protected Characteristics, in our After the Incident Survey. This goes to everyone who receives our emergency services (home fires, road traffic collisions, etc).

As it is new, the period for data is short; and although there is no way of verifying the information given, this is another step in making sure we are reducing risk across all the diverse communities we serve.

(NA stands for 'not answered')

Replies:	73
Age:	18-39: 15 40-59: 32 60+: 65 NA: 1
Long term Illness or Disability:	Yes: 17 No: 48 Prefer not to say: 2 NA: 6
Race/Ethnicity:	Asian: 3 Black: 2 Multi-Racial: 1 White: 62 Other: 2 NA: 3
Religion/Belief:	Buddhist: 2 Christian: 41 Muslim: 3 No religion: 18 Other: 1 Prefer not to say: 2 NA: 6
Sex:	Female: 38 Male: 32 NA: 3
Gender same sex assigned at birth:	Yes: 70 No: 1 NA: 2
Sexual Orientation:	Bisexual: 2 Gay/Lesbian: 1 Heterosexual/straight: 60 Prefer not to say: 2 NA: 8

Staff Data - 1st April 2014 - 31st March 2015

Gender	
Female:	288
Male:	1,883

Age	Female	Male
18-24:	13	133
25-40:	100	
41-59:	171	
60+:	4	22

Disability (declared)	
Female:	3
Male:	18

Race/Ethnicity	Female	Male
Arabic Welsh	0	1
African	0	3
Asian & White	0	4
Black Caribbean & White	0	4
Caribbean	1	3
Chinese	0	2
Other Mixed	1	4
Not Stated	9	9
Pakistani	0	3
Indian	0	1
White British	111	911
White English	7	22
White Irish	0	2
Other White	5	13
White Welsh	154	818

Ceased Employment:		
Age	Female	Male
18-24:	3	21
25-40:	7	54
41-59:	7	64
60+:	0	9

Ceased Employment:	Female	Male
Retirement	0	38
Redundancy	1	11
Retirement/Redundancy	0	2
Ill Health	0	4
Resignation	9	77*
Dismissed	1	9
Death in Service	0	1
Failed to start	0	2
End of Contract	4	2
Transferred to another Brigade	2	2

Ceased Employment:		
Race/Ethnicity	Female	Male
Asian & White	0	0
White	14	130
Black Caribbean	0	1
Black Other	0	0
Chinese	0	0
Pakistani	0	0
Mixed Other	1	0
Not Stated	2	17

* includes Auxillary Firefighters

The current HR system does not collect information on Gender Reassignment, Religion/Belief, or Sexual Orientation. The new HR system (rolling out in 2015) will have this function

Staff Data for 1st April 2014 – 31st March 2015

(Based on Pay Grades/Rank)

		Strategic Manager	Middle Manager	Supervisory Manager	Other
Corporate Staff: *	Female	3	30	66	74
	Male	6	28	64	23
Uniformed Staff:	Female	1	8	13	55
	Male	6	77	455	913
Non Establishment: **	Female	0	1	1	37
	Male	1	21	13	276

** figures for Corporate Staff Strategic Managers include 3 part-time Doctors: 2 females/1 male*

*** includes secondary contracts (eg: USAR, HDIM Officers, training contracts, young fire-fighters instructors, auxiliary fire-fighters)*

CORPORATE RECRUITMENT DATA

	TOTAL APPLICATIONS
FEMALE	106
MALE	99
TRANSGENDER	0
UNKNOWN	0
	205
UNDER 18	9
18-24	53
25-40	62
41-59	45
60+	5
Prefer Not to Say	31
Registered Disabled	7
Not Registered Disabled	167
Prefer Not to Say	31
Ethnic Minority	7
White	168
Prefer Not to Say	30
Buddhist	0
Christian	77
Hindu	0
Jewish	0
Muslim	1
Sikh	0
None	82
Other	0
Prefer Not to Say	45
Bisexual	1
Gay	4
Heterosexual	162
Lesbian	2
Prefer Not to Say	36
Don't Speak Welsh	103
Learner	34
Intermediate	10
Fluent	39
Prefer Not to Say	19

RETAINED RECRUITMENT DATA

	TOTAL APPLICATIONS
FEMALE	27
MALE	295
TRANSGENDER	0
UNKNOWN	0
	322
UNDER 18	15
18-24	153
25-40	122
41-59	26
60+	0
Prefer Not to Say	6
Registered Disabled	0
Not Registered Disabled	271
Prefer Not to Say	51
Ethnic Minority	3
White	306
Prefer Not to Say	13
Buddhist	0
Christian	93
Hindu	0
Jewish	0
Muslim	0
Sikh	0
None	174
Other	0
Prefer Not to Say	55
Bisexual	3
Gay	0
Heterosexual	261
Lesbian	2
Prefer Not to Say	56
Don't Speak Welsh	210
Learner	27
Intermediate	13
Fluent	20
Prefer Not to Say	52

Glossary

The Equality Act (2010)

This replaced more than 100 pieces of legislation with one legal document.

General Duty

The Equality Act 2010 established a General Duty which has three fundamental areas:

Eliminate discrimination

Advance equality of opportunity

Foster good relations

Protected Characteristics

These are the identified characteristics which are protected by Law against being discriminated against or otherwise treated less than anyone else and cover: Age, Belief/ Non-Belief, Disability, Gender Reassignment, Race, Sex, and Sexual Orientation.

In certain circumstances, this also includes Civil Partnerships/Marriage and Pregnant/ Maternity.

Wales Specific Duties

The Welsh Government set out specific areas that must be complied with here in Wales, and by doing so, public bodies such as the Fire and Rescue Service will be able to show compliance with the General Duty above.

Strategic Equality Plan (SEP)

Our Strategic Equality Plan is developed with input from communities and staff, and outlines how we plan on meeting the requirements of both the Equality Act (2010) and the Wales Specific Duties.

Improvement Plan (IP)

This is published on our website (www.southwales-fire.gov.uk) and shows how we are performing across our services, and what the priorities are for the coming year.

Risk Reduction Plan (RRP)

This plan is published on our website (see above) and shows our priorities plus how we intend to meet them.



SWFireandRescue

South Wales
Fire and Rescue Service



Gwasanaeth Tân ac Achub
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