



HUMBERSIDE FIRE AND RESCUE SERVICE

# People and Development

## Professional Standards Equality, Diversity and Inclusion Policy

<b>Owner</b>	<b>Executive Director of People and Development</b>
<b>Responsible Person</b>	<b>Head of Organisational Development</b>
<b>Date written</b>	<b>July 2018</b>
<b>Date of last review</b>	<b>May 2024</b>
<b>Date of next review</b>	<b>May 2026</b>
<b>EIA Reviewed</b>	<b>May 2024</b>

## CONTENTS

1. Introduction
  - Core Code of Ethics
  - National Guidance
2. Equality, Diversity and Inclusion
3. Aim and Objectives
4. Associated Documents
  - Equality and Impact Assessment
  - Legal References
  - National Guidance
5. Roles and Responsibilities

## **1. INTRODUCTION**

Humberside Fire and Rescue Service (HFRS) is committed to working on behalf of the local community, visitors and staff and has a duty to uphold their human rights. By better understanding the diversity of communities and their specific needs, HFRS can provide an appropriate and responsive service that is effective, efficient and of a high quality.

Human rights are the non-negotiable foundation on which this policy stands. Accordingly, HFRS, under its legal obligation, has to have 'due regard' under the Equality Act 2010 with the need to:

- Eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a characteristic and those who do not.
- Foster good relations between people who share a characteristic and those who do not.

HFRS has a set of Equality Objectives which aims to address local equality priorities as part of its Public-Sector Equality Duties (PSED). These are embedded into the HFRS PSED action plan which is refreshed annually.

HFRS is committed to the process of equality impact assessment (EIAs) through which the Service considers the likely equality impact of new or changes to existing policies, projects or functions (see EIA policy for further information).

### **Core Code Of Ethics**

HFRS has adopted the Core Code of Ethics for Fire and Rescue Services. The Service is committed to the ethical principles of the Code, one of which is equality, diversity and inclusion and strives to apply them in all we do, therefore, those principles are reflected in this Policy.

### **National Guidance**

Any National Guidance which has been adopted by HFRS, will be reflected in this Policy.

## **2. EQUALITY, DIVERSITY AND INCLUSION**

HFRS has a legal responsibility under the Equality Act 2010, and a commitment, to ensure it does not discriminate either directly or indirectly in any of its functions and services or in its treatment of staff, in relation to race, sex, disability, sexual orientation, age, pregnancy and maternity, religion and belief, gender reassignment or marriage and civil partnership. It also has a duty to make reasonable adjustments for disabled applicants, employees and service users.

HFRS aims to continuously improve the standards of service we provide to the community we serve. We recognise the importance of and are committed to promoting equality and inclusion in the provision of our services and to our employees. We are committed to encouraging equality and diversity amongst our workforce and to eliminating unlawful discrimination. We aim for our workforce to be broadly representative of the community we serve and for each of our employees to feel respected and to be able to give their best.

We recognise our legal responsibilities under the Equality Act 2010. Specifically, the public-sector equality duty to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good community relations and have an engaged, fairly treated and motivated workforce. In particular, we oppose and are committed to eliminating all forms of unfair treatment at work based on, age, disability, sex, race or national origin, religion and belief, sexual orientation, gender reassignment, marital or civil partnership status, pregnancy or maternity, political opinions, trade union activity or membership, lack of trade union activity or membership or spent criminal convictions not relevant to the post. We aim to promote equality, fairness and respect for all of our employees.

In working to protect and keep communities and individuals safe from fire and other emergencies, we recognise that people's needs may be different and that some people will be more at risk of fire and emergencies than others. We aim to target our services and resources to protect the whole community and to reduce the additional risks faced by some. In developing appropriate services, we will work to engage and involve our communities.

### **3. AIM AND OBJECTIVES**

This policy demonstrates how HFRS values diversity and inclusion, how it meets its responsibilities set out in legislation and how it will pay due regard to equality within the Service.

Anyone who has any form of contact or relationship with HFRS has a right to be treated fairly with dignity and respect. This includes Councillors, the public, external partners, visitors and staff (including apprentices, work experience, temporary workers, agency, contractors, volunteers).

This principle applies equally to all people regardless of any protected characteristic (as defined by the Equality Act 2010) as detailed:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion and belief

- Sex/gender
- Sexual orientation

This policy is in place to ensure as far as is reasonably practicable that these rights are protected, respected and observed.

HFRS encourages respect for diversity and works to eliminate discrimination in its role as an employer, provider of services and community involvement. HFRS aims to create an environment where difference is valued and respected and in which fairness, dignity and respect are embedded in interactions with the public and between each other and encourages individuals to develop and maximise their true potential. HFRS is committed in striving to achieve a workforce that is broadly reflective of the local communities it serves.

### **Who must comply with the Policy?**

- All employees of HFRS.
- Anyone delivering services on behalf of HFRS e.g. contractors, volunteers, partner organisations and people on work experience/apprenticeships.
- Any visitor to HFRS premises, and or user of HFRS facilities or equipment.

### **When does this policy apply?**

At all times.

### **What does it mean?**

HFRS will not tolerate racist or sexist behaviour or any other unjust or unfair unlawful discrimination, harassment or victimisation by or towards any of its staff, contractors, partners, including those who deliver services on behalf of HFRS.

### **What will happen if someone does not comply with the policy?**

Where discrimination, harassment or victimisation has taken place, appropriate action will be taken in line with HFRS policies and procedures, for example bullying and harassment or disciplinary.

## **4. ASSOCIATED DOCUMENTS**

- [Equality Impact Assessment](#)
- Legal References
  - [Equality Act 2010](#)
  - [Public-Sector Equality Duties \(PSED\).](#)

- National Guidance  
NFCC Equality of Access as appropriate to protected characteristic/function or task will be duly considered.

## **5. Roles and Responsibilities:**

**Humberside Fire Authority (HFA)** is committed to progressing equality, diversity and inclusion by:

- Making arrangements for a comprehensive operational service that protects the communities and infrastructure of HFRS, particularly those from marginalised and vulnerable communities as well as aiming to be an employer of choice which takes steps to ensure it treats all its employees and volunteers fairly.

**HFRS Executive Strategic Leadership Team** is committed to progressing equality, diversity and inclusion by:

- Creating an environment in which individual differences and the contributions of all our people are recognised and valued.
- Creating a working environment that promotes dignity and respect for all in which no form of intimidation, bullying, harassment or victimisation will be tolerated.
- Ensuring Service compliance with its Public Sector Equality Duties and other legal obligations under the Equality Act 2010.
- Being an active Equality Ambassador.
- Ensuring appropriate EIAs are undertaken as defined in the EIA policy and guidance.
- Approving the annual EDI report, PSED, Pay Gap reports and submission of these for approval at HFA.
- Being committed to, and a role model for, Core Code of Ethics

**HFRS Corporate Leadership Team** is committed to progressing equality, diversity and inclusion by:

- Regularly reviewing services to ensure they are accessible and appropriate for the communities we serve.
- Ensuring PSED Equality Objectives are met by completing and updating required action plans.
- Producing, monitoring and reviewing EIAs and ensure delivery of associated/required actions to address/reduce inequalities.

**Organisational Development**  
**Professional Standards Equality, Diversity and Inclusion Policy**

- Ensuring development, progression and training opportunities are available to all.
- Regularly review all employment practices and procedures to ensure no applicant; staff, apprentice, volunteer, temporary or agency worker is treated less favourably than others.
- Treating breaches of this policy seriously and ensure appropriate action is taken in line with HR policy and practices.
- Providing appropriate data, information, reports and training as required.
- Demonstrating commitment to the Equality Policy and ensure staff are compliant in their roles and responsibilities to it.
- Incorporating equality and inclusion into all aspects of day to day business.
- Being an Equality Champion.
- Being committed to and role model for Core Code of Ethics.

**ALL Managers (responsibilities)** are committed to progressing equality, diversity and inclusion by:

- Monitoring individual behaviour and challenge any evidence of discrimination, harassment, bullying or any other prohibited conduct.
- Reporting any evidence of discrimination, harassment, bullying or other prohibited conduct to their HR Service Partner.
- Raising awareness of individual rights and responsibilities.
- Supporting and encouraging staff to reach their full potential and dismantle any barriers that prevent them from doing so.
- Supporting staff requiring any reasonable requests/adjustments (firstly seeking advice from Occupational Health and HR Service Partner).
- Contributing to or producing EIAs.
- Supporting the delivery of actions arising from PSED equality objectives.
- Being an equality champion.
- Being committed to and being a role model for Core Code of Ethics.

**Individual responsibilities** (of all groups identified under this policy):

- Are responsible and accountable for their own behaviour and actions.
- Any individual who causes offence or makes another individual (s) feel unsafe, undignified, or unjustly, unfairly or unlawfully prevents them from working and developing within the Service, whether intentionally or not may be subject to action under HR policy and practices.

**Organisational Development**  
**Professional Standards Equality, Diversity and Inclusion Policy**

- Any individual who feels they are suffering from unfair, undignified, unjust or unlawful treatment should act in accordance with the HR Grievance policy/procedures, without fear of victimisation or retribution.
- Any individual who witnesses another individual (colleague, visitor, contractor, agency/temporary worker, apprentice, work experience etc) being treated in an unfair, undignified, unjust or unlawful manner should be able to report the incident without fear of victimisation or retribution as defined in the whistleblowing policy/procedure.
- Any individual can always seek advice/support from their line manager, colleague or HR Service Partner.
- Being committed to and being a role model for Core Code of Ethics.

**If anyone requires any further guidance / information regarding this document,  
please contact Organisational Development**