

# **Equality Action Plan**

## **September - December 2023**

## 1.0 Recruitment, selection and training

### 1.1 Dyslexia

**Employment** - Improved awareness and initial recognition of dyslexia in employees

**Service delivery** - Greater confidence in service provision by Service and service users

Action	Who's responsible	Target date	Progress	Status
Service currently has 31 live cases of dyslexia.	EDI	Ongoing	Ongoing work supporting employees with assessments and equipment	Ongoing
Dyslexia Awareness Training for Watch Managers	EDI & JT	2024	Two proposed dates for 2024, 15 <sup>th</sup> & 18 <sup>th</sup> March. The date with the majority booked on will be going ahead.	Ongoing
Set up another Neurodiversity networking evening to provide ongoing support. Encourage recently diagnosed employees to attend	EDI	2024	New date being reviewed for 2024	Ongoing
Explore purchasing Read and Write to be networked	EDI/IT	2024	Training for read and write currently being reviewed and which employees in SFRS will be able to deliver training.	In Progress

### 1.2 Dementia

**Employment** -Raised awareness of symptoms and appropriate responses to dementia.

**Service Delivery** -Dementia-sensitive service provision, leading to appropriate support for relevant service users

Action	Who's responsible	Target date	Progress	Status
Need for ongoing training for operational employees to be reviewed.	Prevention	Ongoing	September 2023- No further update to give December 2023- No further update to give.	In progress
Dementia Action Alliance plan	Prevention	Ongoing	Prevention team continue to meet regularly with the Shropshire & Telford & Wrekin group. September 2023- No meetings attended recently- no further update. December 2023- No further update to give.	Ongoing

## 1.5 EDI refresher training

**Employment** - All employees understand: the importance of EDI to the Service and their responsibilities for good ED&I practice in their work

**Service delivery** - More sensitive and aware for service delivery, Service delivery models anti-discrimination practice

Action	Who's responsible	Target date	Progress	Status
EDI Officer to review e-learning work packages and devise new training for employees (EDIP 5.4.1.a)	EDI	2023/24	Review of completed of EDI packages, 2 selected and amendments made. Further amendments to be made to incorporate positive action statement. Put on hold for capacity to develop this module. Modules available on LEO – need to agree launch date	Ongoing
Review EDI training requirements for senior and middle managers	EDI	2023	In Jan 2022 EDI met with MakeUK for a quote, sent a new spec for review Spec has been updated and is now being reviewed.	In progress
EDI awareness training for operational staff	EDI	2023	EDI training completed to date: On-Call- 18 Stations Wholetime- 13 Watches Non-Uniform- 3 Fire Control- 1 Watch 5 People Other Departments – 1 (BFS) Final training sessions are being arranged during 2024	In Progress

## 1.6 Induction training

**Employment** - All new employees understand: The importance of EDI to the Service, SFRS EDI policy framework, responsibilities for good EDI practice in their work

**Service delivery** – That employees are considering EDI in all of their working practices

Action	Who's responsible	Target date	Progress	Status
Ensure all new employees participate in EDI induction: (EDIP 5.4.1a/b)	EDI	Ongoing	Last induction went ahead on 12/12/23- 9 attended. Further dates being arranged for 2024.	Ongoing

Complete non uniformed / missed sessions.	EDI	2024	Outstanding sessions being arranged.	Ongoing
<b>1.8 Positive action</b>				
<b>Employment</b> -Challenge to social prejudices about firefighting for under-represented groups and increased representation of women, BME and LGBT people in operational posts <b>Service Delivery</b> - More representative service delivery and increased interest in working for SFRS from women, BAME and LGBT people.				
Action	Who's responsible	Target date	Progress	Status
Positive action Taster Sessions for on call recruitment (EDIP 5.4.1.c)	EDI / Rural	Various dates throughout 2023/24	Virtual Tasters dates being arranged.  Proposed Taster Dates for 2024 are; 24/2- Tweeddale 09/3- Craven Arms 27/04- Whitchurch	In progress  In progress
Working with Prevention on community initiatives	EDI/ Prevention	Ongoing	Prevention and EDI attended the Shropshire Disability Network.	Ongoing
Women's development programme	Development	Ongoing	In association with Women in the Fire Service, Women to Work have delivered a women's development programme. Two females are currently on the Women's Development Programme. The Women in the Fire Service Weekend took place on 9-11 June 2023. Two female colleagues attended and took part in workshops.	Ongoing

Introduce annual uniformed services visits using appropriate role models and targeted attendance at other events (IFSG 3.3)	EDI/HR	2023/24		
Communication to explain positive action and positive discrimination (IFSG 3.5/HMI) to increase understanding	EDI	Ongoing	EDI Training has now started firefighters/control/non-uniformed. Included in EDI induction training. November 23- Positive Action information put out on social media prior to wholetime taster sessions.	Ongoing
<b>Positive action to aid succession planning (HMI 32)</b>				
The service will review its positive action process for promotion processes (HMI 32)	Dev/HR	Ongoing	Processes to be reviewed as they are required. DT update 29.8.23 - Contact made with VCA to gather EDI data at point of candidates registering for CPG. Meeting with Natalie P to confirm categories.	Ongoing
The service will review its positive action process for internal transfers (HMI 32)	HR	2024	Send adverts to WFS, AFSA and LGBT+ groups.	Not due
The Service will actively encourage under-represented groups to apply for promotion or progression (HMI 32)	Dev/HR/ SMT	Ongoing	September 2023- ACFO recruitment agency directly contacted every eligible candidate in the UK- this resulted in a more inclusive group of applications.	
The IPDR process will be amended to add in a point that those from under-represented groups should be encouraged to seek progression or ask for reasons if they do not wish to (HMI 32)	Dev	02/24	IPDR process is being updated for next years reviews, cannot be amended for 2023.	In progress
The Service will review all recruitment strategies to ensure that they are inclusive and promote diversity (HMI 32)	HR/EDI/Comms	Ongoing	September 2023- The working group have been provided with a full comprehensive campaign plan and will be undertaking a EQIA on this plan in the next two months. Further dates being arranged for 2024	Ongoing
Provide EDI statistics on all recruitment activity (HMI 32)	HR	tbc	HR currently reviewing process	
Provide EDI statistics on all promotional activity. (HMI 32)	HR	tbc	HR currently reviewing process	

Provide EDI data on the CPG process and expand the categories to include: race, disability, sexual orientation. (HMI 32)	Dev	12/2023	Annual report will be provided. DT update 07/09/23- Wording and categories now agreed between EDI/Development Officer. VCA (provider) have been advised and this data will be captured for CPG processes starting in 2024.	Not due
Review the opportunity for Enable placements (HMI 32)	EDI	2024		Not due
Use the Gender Pay Gap data and results to inform succession and action planning (HMI 32)	HR / EDI	Ongoing	12/23 Gender pay gap report for 2024 data has been analysed and report in progress with HR/EDI	In progress
Consider specific development opportunities for our under-represented groups (HMI 32)	HR/EDI/Dev	Ongoing	DT Update 07/09/23- EDI Officer to trial Women in Leadership – Pathways to Senior Roles to gauge level and appropriateness for non-operational managers, recognising the development already offered to operational colleagues. December 2023 Update- An advert for expression of interest for the 2024 WFS Development Weekend was promoted in The Pink in November/ December.	Ongoing

## 1.9 Reasonable adjustments

**Employment** - Disabled employees provided with at least their legislative entitlements to reasonable adjustments to their working environments.

Disabled employees enabled to perform their job roles to the standards required for their posts

**Service Delivery** - Services delivered by all employees to the same high standard

Action	Who's responsible	Target date	Progress	Status
Reasonable adjustments programme to be maintained and developed	EDI / T&D /Line mgmt /Ops	Ongoing	EDI are continuously receiving requests of help from individuals with potential dyslexia and other disabilities. Employees are typically supported by providing tuition, coaching, equipment, etc.	Ongoing
Disability Confident Employer Level 2	EDI	Ongoing	NP renewed SFRS level 2 December 2022	Ongoing
EDI to attend Jobs-fair at the Jobcentre Plus to promote our jobs to potential recruits who have a disability.	EDI	2023	September 2023 - No further update December 2023- Tried calling, couldn't get through. No further update.	In progress

## 1.10 Promoting an inclusive culture

### Employment and Service Delivery – Promoting an inclusive culture

Action	Who's responsible	Target date	Progress	Status
Managers are trained in people management skills, including having difficult conversations and their responsibilities on promoting an inclusive culture (IFSG 2.1)	Dev	A&O	DT updated 29.8.23 – HR delivering disciplinary, grievance and absence management briefings to all WM as part of their development. This has been extended to all Green Book supervisory managers.	Ongoing
Staff survey to monitor that senior managers challenge bullying and harassment at all levels (IFSG 2.2)	Execs/ Dev	2023/24	All Teams, Watches and Stations have received an Exec/SMT visit within the first 5 months of 2023. December Update- The planning is in progress for the staff survey launch in April 2024.	In Progress
Regular meetings to be held with Voices group, to discuss feedback, event participation, setting up support groups	EDI	Ongoing	Individual meetings were held with the EDI officer and Representatives throughout the year. Workplan for the year has been created. Next group meeting is on 30 <sup>th</sup> January 2024	Ongoing
Attendance at Shropshire Rainbow Film Festival	EDI	2024		
HMI actions 2021: 1. Improving equality monitoring data 2. Giving employees a voice (see separate Voices section)	EDI	2023	EDI researching new categories for Disability in myview	In progress
White Ribbon Accreditation	EDI	2023	Steering Group meeting held on 13 <sup>th</sup> September 2023. Action plan discussed at this meeting and was sent to White Ribbon for comments.  16 Days Action social media was scheduled and promoted throughout November.	In progress  Complete

## 2.0 Policy

### 2.1 Impact assessments

**Employment** - Current equality, diversity and human rights impact assessments exist for employment policies and procedures.

**Service delivery** - Current equality, diversity and human rights impact assessments exist for all service delivery and community engagement policies and procedures

Action	Who's responsible	Target date	Progress	Status
Monitor progress of new electronic Impact assessment process	EDI	Ongoing	EDI officer supports managers for completion and initiates EQIA's	Ongoing
Equality Impact Assessment Training for all managers	EDI/Dev	Ongoing	Two provisional dates arranged for 2024.	In Progress
Equality Impact Assessment specific SFRS process support session with EDI Officer	EDI	Ongoing	Further sessions to be held as required	

### 2.2 Impact Assessment BO

**Employment** - Clear guidance for employees on EIA process and framework for analysing potential equality & human rights impacts.

**Service Delivery** - Framework for analysing potential equality & human rights impacts of SFRS policies and practice on communities and service users.

Action	Who's responsible	Target date	Progress	Status
When progress of electronic EIA is gathered, Action number 2.1, review whether documentation needs amending to assist employees.	EDI	Ongoing	EDI officer attends National NFCC EQIA meetings Update EQIA BO has been shared with unions for comment and review.	In progress



## 2.3 Gender Pay Gap Report

**Employment** - Clear guidance for employees on EIA process and framework for analysing potential equality & human rights impacts.

**Service Delivery** - Framework for analysing potential equality & human rights impacts of SFRS policies and practice on communities and service users.

Action	Who's responsible	Target date	Progress	Status
Gender Pay Gap Report to be published	EDI / HR	03/24	12/23 Stats have been obtained for creating the report	In progress

## 2.4 Menopause (IFSG 5.2)

**Employment** - Clear guidance for employees on EIA process and framework for analysing potential equality & human rights impacts.

**Service Delivery** - Framework for analysing potential equality & human rights impacts of SFRS policies and practice on communities and service users.

Action	Who's responsible	Target date	Progress	Status
Menopause Session	EDI	2023	<p>Lunchtime walks have been rescheduled for every month-to email Yvonne Homer to express interest.</p> <p>Yoga sessions (Open to All) currently being arranged for February 2024</p> <p>See 3.4 for further details</p> <p>21/09- Yvonne Homer and Donna Trowsdale attended the NFCC Menopause Conference.</p> <p>18/10- A Chomp and Chat for World Menopause Day was held in HQ.</p> <p>12/23- Shared a case study of best practice to the NFCC.</p> <p>12/23- Managers menopause nutrition course has been offered (6weeks)</p>	

## 2.4 Brigade Orders / Guidance

**Employment** – Employees are aware and understand policies

**Service Delivery** – The outcome of this will be dependent on the Brigade Order being reviewed

Action	Who's responsible	Target date	Progress	Status
EDI policies for review: (IFSG 2.4) Equality Impact Assessment – see 2.2	EDI	02/24	EQIA policy has received comments from unions.	IP
Accessibility policy	EDI	02/24	Ongoing review.	IP
Anti Harassment & Bullying Policy	EDI	02/24	Policy updated, comments received from unions. EDI met with Unison in Dec'23 to discuss these further	IP
Report to be produced on disciplinary and grievances using protected characteristics to ascertain trends (IFSG 2.5)	HR	Ongoing	Monthly performance stats detailing this information is sent to Head of HR	Ongoing
Review carers support and reasonable adjustments (IFSG 4.4)	EDI	2023	Project currently on hold Voices Disability rep has put this as an area of work. 11 <sup>th</sup> May- Discussion took place with the disability rep in full Voices meeting.	In progress
	HR	2024	12/23- Foster Friendly policy being considered and researched for the service.	In Progress
Monitoring the results of exit interviews for any themes (IFSG .4)	HR	Annual	Exit interviews are routinely reviewed and logged when received into HR	Ongoing

### 3.0 Communication

#### 3.1 Images and stereotypes

**Employment** - Positive images of non-stereotypical and/or non-traditional roles

**Service delivery** - Positive images of non-stereotypical and/or non-traditional roles

Action	Who's responsible	Target date	Progress	Status
Draft review process for annual review of images used in SFRS material for positive role models	Communications	Ongoing	December Update- The annual review was audited for images and all new images were used in the most recent AR. These with chosen with diversity and inclusivity in mind.	In progress
Reviewing our website for women role models.	Communications	2023	December Update- We are now beginning a procurement process for a new website- imagery and EDI principals will form an integral part of the design of the website as will the imager. the new website is a large-scale project which is expected to take more than 12 months to complete.	In progress
Black History Month 2024	EDI/Voices/Comms	October 2024	The Voices rep will confirm if they still want portraits and information to promote our Black Heritage employees December Update- We did not receive any further info from the voices rep or otherwise about portraits for the October just gone.	tbc

#### 3.2 Translated Materials

**Employment** - Relevant support materials available to enable employees to communicate with speakers of other languages.

**Service Delivery** - Information available in languages and imagery appropriate to communities

Action	Who's responsible	Target date	Progress	Status
Attend monthly fire safety meetings for Protection & Prevention as requested	EDI	Ongoing	09/23- SAND Covenant has been signed and action plan to be developed.	In Progress

### 3.4 Groups, networks and organisations

**Employment** - Service able to hear community concerns and feedback, service able to communicate information to communities effectively.

**Service Delivery** - Better awareness of available services, engagement with service policy and service development, access to service resources to support their work

Shropshire Disability Network	EDI	Ongoing		
Shropshire, Telford & Wrekin Dementia Action Alliance	Prevention	2023	Prevention currently working with Shropshire, Telford & Wrekin Dementia Action Alliance	Ongoing
Voices group (internal)	EDI	2023	<p>Voices meeting being held on 5<sup>th</sup> October 2023.</p> <p>Lunchtime walk and talk for menopause is taking place once a month, to email Yvonne Homer to express interest in details.</p> <p>Dyslexia Awareness Training is being arranged for March 2024.</p> <p>Yoga sessions being organised for February 2024.</p> <p>Women's -another Networking Event to be organised and link in with International Women's Day. Share results and recommendations of the Women's Safety Survey once approved.</p> <p>BAME- Working Group meeting being arranged, it has been agreed that this will now be on a quarterly basis.</p> <p>Mental Health- To involve Operational staff members in World Mental Health Day in October, to arrange a brew with the crew. This will be promoted internally. Mental Health activity and advice session to be arranged- currently researching Love to Stay assault course and partnering with outside companies such as MIND, NOSS, OH.</p> <p>10/23 Mental Health Chomp and Chat held 10/23 Menopause Chomp and Chat held</p>	Complete

NFCC Equality Impact Assessment Working Group	EDI	2023	Ongoing attendance at meetings	Ongoing
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### 3.5 EDI Media Strategy

**Employment** - Employee awareness of positive impact of SFRS equality work

**Service Delivery** - Public awareness of positive impact of SFRS equality work

Action	Who's responsible	Target date	Progress	Status
Build employee and public awareness that we are an employer that promotes equality, diversity and inclusivity within the workplace. (EDIP 5.4.1.a/c)	EDI	Ongoing	The Service promotes diversity and inclusion through social media posts. Positive action events, positive action video before all events, Mental Health, LGBT+ events Communications campaign for 2023 ongoing. Current social media has been promoted as follows; Mental Health Awareness Week, National Staff Networks Day, IDAHO, LGBT Pride Month. 12/23- Communications campaign for 2024 is in development.	Ongoing          In Progress

### 3.6 Mental Health

**Employment** - To make employees aware of mental wellbeing in the workplace.

**For employees to be more open about mental health and get help when needed.**

Action	Who's responsible	Target date	Progress	Status
MIND – Blue Light Programme	Contracts manager/EDI/OpTraining/Dev	Ongoing	See ongoing activities by voices reps	Ongoing
SFRS to train the recommended 10% of the workforce in Mental Health First Aid awareness.  Half day Mental Health First Aid Course	Development	Ongoing	December 2023 - 72 trained Mental Health First Aiders across the Service, 5 employees have attended their Mental Health First Aider Refresher course, and 75 employees have completed the ½ day Mental Health Awareness course. Courses will continue to be offered during 2024.	Ongoing

			48 people have attended the Suicide Prevention training, 17 people have attended the Suicide Safety Planning and 6 people attended the Suicide First Aid course. 89 people have attended the Suicide First Aid Lite and a further 13 people are booked to attend courses in January/ February 2024. These sessions have also been opened to non- operational staff.	
Support mental health awareness events such as mental health awareness week and time to talk day.	EDI	Ongoing	World Mental Health Day was on 10 <sup>th</sup> October- Article for The Pink and social media was promoted for this. We also held a Chomp and Chat and provided information leaflets and discussion on this date.	Complete
Continue to purchase relevant MIND promotional materials	EDI	Ongoing	Ongoing activity	Ongoing
Actively seek and support employees with Mental Health issues that are willing to share their stories	EDI/all managers	Ongoing	Ongoing work with the voices reps.	Ongoing
TRIM support and training for employees	Ops	Ongoing	TRiM sessions continue to be utilised by staff across the service on a regular basis.  December 2023 - 18 additional TRIM practitioners have trained with a further initial course being scheduled in the first quarter of 2024. 13 of our current TRIM practitioners attended refresher training. TRIM co-ordinator training was arranged but had to be cancelled due to flooding incidents and is being re-arranged for the first quarter of 2024.	Ongoing  In progress

### 3.6b Mental Health at Work Commitment Action Plan

Create action plan Promote internally and externally	EDI	Ongoing	August 2022- action plan created MHAWC is discussed during the EDI induction MHAWC logo is being used during external social media	Completed Ongoing Ongoing
<b>MHAWC Standard 1</b> Promote the Senior Mental Health leads All senior managers have mental health as their performance objectives – as part of the people strategy Specific OH report to be produced Mental Health	EDI Execs/SMT	2024 Tbc	Senior MH leads going to SMT Jan '24 for discussion.  HR reviewing this	In progress  In progress
<b>MHAWC Standard 2</b> Include Mental Health support in the online induction programme - complete	DT	03/23	This is already included in the induction e-learning module and specifically mentions MIND and a link to the website. There is also a section on the 'Voices Groups'. DT to add in a link to the H&W Tile and an optional link to the Mental Health and Wellbeing course on LEO. DT has updated the Green Book induction checklist to include that the line manger signposts any new starter to the H&W tile on day 1 of employment and discuss the support available for physical and mental wellbeing.	In progress
Plants and greenery in communal areas	Resources/AK		EDI sharing of plants.	
Ensure that all employees are taking their annual leave entitlement	HR/Line Managers	2024	HR send reminders to managers towards the end of the year to take AL. On-Call annual leave put on fire service rota's as part of sustainability project to allow better monitoring.	Complete
Managers discussing workloads in 1:1 meetings and IPDR	SMT	03/23	Included in IPDR process	Complete
<b>MHAWC Standard 3</b> Promote the use of the Workplace Adjustment Passports	EDI/HR/ALL	01/24	EDI and HR Officers are promoting the use of these. EDI officer offers during Reasonable adjustments meetings.	Ongoing

<b>MHAWC Standard 4</b> Review how often managers receive training for managing staff with regards to sickness absence (particularly green book staff)  Incorporate managing mental health into the management development programmes  Attendance policy, review to expand section on Mental Health guidance	HR	04/23	Review currently in progress HR Delivering manager training	In progress Ongoing
	DT	05/23	1/2 day Mental Health course is mandatory for all managers, DT to review current development offering to incorporate mental health awareness. DT - All operational teams/watches now have either MHFA or someone who has attend the ½ day MH Awareness course.	In progress
	HR	2024	December 23- Currently being reviewed.	In Progress
<b>MHAWC Standard 5</b> Ensure that the Mental Health at Work Website is advertised during the next Mental Health Key date on articles, social media and carousel  Advertise MH at Work Website and support annually at the WM meetings Advertise MH at Work Website and support annually at the Corporate Services briefings	EDI	02/23	Suicide Prevention Day September	Ongoing
	EDI	03/23	MH at Work website is available on the intranet.	Ongoing
	EDI/HR/ACFO	06/23		
<b>MHAWC Standard 6</b> Look at the Index to see how much work this involved to ascertain timescales and added value Review other external frameworks for Mental Health Take to EDI steering group to confirm we should do this Review how we measure against MINDS workplace wellbeing index	EDI  EDI EDI TBC	Tbc  Tbc Tbc Tbc		



### 3.7 White Ribbon Accreditation

Information sent internally and externally for White Ribbon Day and the 16 Days action against domestic violence campaign on social media	EDI	11/23	25 <sup>th</sup> November is White Ribbon Day and marks the first day of the 16 Days Action Against Domestic Violence. An article went out in The Pink along with social media for the duration of the 16 days. Packs including white ribbons, help cards and information went out to all stations and departments in HQ.	Complete
Information sent to SMT to share to all employees about the WRA and becoming part of this group	EDI	11/23	Information on WRA, White Ribbon Steering Group and how to register to become an ambassador or champion was shared in the Corporate Service Briefing on 16/10.	Complete / Ongoing
Set up a White Ribbon Steering Group	EDI	2023/24	First steering group meeting held in September 23  Further work to encourage a broad range of members	Complete  IP
Create a White Ribbon Action Plan	EDI	12/23	Meeting arranged in September with other FRS to discuss their progress and plans. 12/23- WRA Action Plan has been sent to White Ribbon for their comments.	Complete  Complete

### 3.8 Women's Safety Survey Actions

Share the results with all staff	EDI/Comms	05/23	Meeting has been held to discuss how this will be communicated Comms have been using an external agency to discuss ways of sharing information. September 2023- Meeting being arranged to discuss next steps and plan to communicate results.	In progress
Review of training requirements for dignity and respect inc language, banter, jokes, comments	EDI/Dev	tbc	EDI has spoken to other FRS about their training. Meeting with EDI/Dev in Sept to review. Reviewing ACAS courses.	In progress
Review of meeting etiquette – 360 feedback	Dev	2024	Researching best practice guidance and our current management development programmes.	In progress
Unconscious Bias training – review how people are using this to make changes to the workplace	Dev	tbc	Reviewing training requirements and how best to evaluate post training results. Possible refresher online course to be made available.	In progress

Review how we promote Anti-Harassment & Bullying and Grievance procedures to improve trust and confidence in the process and confidentiality concerns	HR/EDI	06/23	<p>Anti-Harassment and Bullying and Grievance policies have both been updated and currently out for consultation.</p> <p>Grievance procedure reviewed- Currently waiting for comments.</p> <p>Anti- Harassment and Bullying BO has been reviewed and comments from unions received, meeting held with unison on 13/12/23</p> <p>When policies have been confirmed will then promote these.</p>	<p>Complete</p> <p>In progress</p>
Consider confidentiality reporting hotline to increase reporting	EDI	2024	<p>Ongoing briefings to all employees will be delivered by 'Say So' during 2023. 250 employees briefed to date.</p> <p>6 monthly report on number of reports to be sent to the newsletter.</p>	<p>Ongoing</p> <p>Complete</p>
Promotion of development opportunities to women	Dev	Ongoing	<p>In progress – Women in the Fire Service, HMI succession planning actions.</p> <p>12/23- WFS promoted internally for expression of interest.</p>	<p>Ongoing</p> <p>Complete</p>
Review of the lone working policy	DP	06/23	This policy is currently being reviewed- BC reviewed in March 2023 and will be re- looked at in 2026.	Complete
Review of physical building for improvements of safety, e.g. lighting, placement of vehicles, CCTV/Signage	AK/CW	02/24	<p>Action in last EDI Steering Group for stations to undertake their own Risk Assessment</p> <p>The pastor vehicle has now been moved to a different part of the car park as per feedback in the Survey.</p> <p>12/23 discussion taken place with the H&amp;S manager</p>	In progress
Offer personal safety alarms	EDI	09/23	Ongoing, was offered again in Sept '23.	Complete
Consider self-defence training	EDI	02/24	In contact with the company to organise another course later in the year if there is interest	In progress
Repeat this survey in a year (new action from SMT)		tbc	In depth cultural audit has taken place in late 2023 results to follow early 2024. Staff survey due April 2024.	In progress