

For Publication

Bedfordshire Fire and Rescue Authority  
Human Resources Policy and Challenge  
Group  
5 January 2017  
Item No. 9

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**REPORT AUTHOR: DIVERSITY ADVISER**

**SUBJECT: EQUALITY HANDBOOK**

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Background Papers: None

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Implications (tick ✓):

LEGAL	✓	FINANCIAL	
HUMAN RESOURCES	✓	EQUALITY IMPACT	✓
ENVIRONMENTAL		POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)
	New		CORE BRIEF

*Any implications affecting this report are noted at the end of the report.*

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**PURPOSE:**

To advise Members of the Equality Handbook prepared for Bedfordshire Fire and Rescue Service.

**RECOMMENDATION:**

That the submitted Equality Handbook be acknowledged.

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1. Introduction

- 1.1 The equality handbook attached has been produced to ensure that all staff are aware of the importance of Equality and Diversity.
- 1.2 This document has been produced in house, it is available on-line, it is bespoke to Bedfordshire Fire and Rescue Service (BFRS) and can be easily updated.

- 1.3 The equality handbook has been condensed to 21 pages and includes:
- information about Bedfordshire
  - Why equality matters
  - Identifies risk issues
  - Outlines what as a Service we want to achieve
  - Outlines the professional standards of behaviour we expect from all staff
  - References BFRS equality related policies
  - Clarifies what is inappropriate behaviour and identifies how this behaviour should be challenged and
  - Sets out the legal requirements in relation to Equality Act, the Human Rights Act and has a quiz attached to test readers knowledge
- 1.4 The equality handbook is Service specific and replaces the Diversity workbook produced by Grass Roots.
- 1.5 The production of the equality handbook ensures that the service complies with equality legislation and can continue to inform staff as to the legal duties, values and expected standards of behaviour.

**ROBERT JONES**  
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