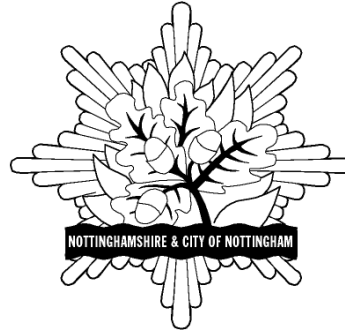


# Public Document Pack



## **NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY - HUMAN RESOURCES COMMITTEE**

**Date:** Friday 5 July 2019

**Time:** 10:00am

**Venue:** Nottinghamshire Fire and Rescue Service HQ, Bestwood Lodge Drive,  
Arnold, Nottingham, NG5 8PD

**Members are requested to attend the above meeting to be held at the time, place  
and date mentioned to transact the following business**

A handwritten signature in black ink, appearing to read "M. J. [unclear]". The signature is written in a cursive style.

**Clerk to the Nottinghamshire and City of Nottingham Fire and Rescue Authority**

### **AGENDA**

### **Pages**

- |          |   |         |
|----------|---|---------|
| <b>1</b> | <b>APOLOGIES FOR ABSENCE</b>  |         |
| <b>2</b> | <b>DECLARATIONS OF INTERESTS</b>  |         |
| <b>3</b> | <b>MINUTES</b><br>Minutes of the meeting held on 5 April 2019, for confirmation   | 3 - 6   |
| <b>4</b> | <b>HUMAN RESOURCES UPDATE</b><br>Report of the Chief Fire Officer   | 7 - 18  |
| <b>5</b> | <b>EQUALITIES MONITORING REPORT</b><br>Report of the Chief Fire Officer   | 19 - 30 |
| <b>6</b> | <b>GENDER PAY GAP REPORT 2019</b><br>Report of the Chief Fire Officer   | 31 - 40 |
| <b>7</b> | <b>EXCLUSION OF THE PUBLIC</b><br>To consider excluding the public from the meeting during consideration<br>of the remaining item in accordance with Section 100A of the Local<br>Government Act 1972, under Schedule 12A, Part 1, Paragraphs 1 and |         |

3, on the basis that, having regard to all the circumstances, the public interest in maintaining an exemption outweighs the public interest in disclosing the information.

**8 REDUNDANCY PAYMENTS: PRINCE'S TRUST**  
Report of the Chief Fire Officer

41 - 48

**ANY COUNCILLOR WHO IS UNABLE TO ATTEND THE MEETING AND WISHES TO SUBMIT APOLOGIES SHOULD DO SO VIA THE PERSONAL ASSISTANT TO THE CHIEF FIRE OFFICER AT FIRE SERVICES HEADQUARTERS ON 0115 967 0880**

**IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ABOVE, PLEASE CONTACT THE CONSTITUTIONAL SERVICES OFFICER SHOWN ON THIS AGENDA, IF POSSIBLE BEFORE THE DAY OF THE MEETING.**

Constitutional Services Officer: *Adrian Mann*  
*0115 876 4468*  
*adrian.mann@nottinghamcity.gov.uk*

Agenda, reports and minutes for all public meetings can be viewed online at:  
<https://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?CId=217&Year=0>

If you would like British Sign Language interpretation at the meeting, please contact the Service at least 2 weeks in advance to book this, either by emailing [enquiries@notts-fire.gov.uk](mailto:enquiries@notts-fire.gov.uk) or by text on SMS: 0115 824 0400



**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM  
FIRE AND RESCUE AUTHORITY**

**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -  
HUMAN RESOURCES**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood  
Lodge, Arnold, Nottingham, NG5 8PD on 5 April 2019 from 10:05am to 11:18am**

**Membership**

Present

Councillor John Clarke (Chair)  
Councillor John Longdon  
Councillor Brian Grocock  
Councillor Mohammed Saghir (items 32-  
34)

Absent

Councillor Vaughan Hopewell  
Councillor Jackie Morris

**Colleagues, partners and others in attendance:**

Tracy Crump - Head of People and Organisational Development  
Adrian Mann - Governance Officer  
Craig Parkin - Deputy Chief Fire Officer

**28 APOLOGIES FOR ABSENCE**

Councillor Jackie Morris - Caring responsibility

**29 DECLARATIONS OF INTERESTS**

None.

**30 MINUTES**

The minutes of the meeting held on 25 January 2019 were confirmed as a true record and signed by the Chair.

**31 HUMAN RESOURCES UPDATE**

Tracy Crump, Head of People and Organisational Development, presented a Human Resources Update for Quarter 4 of the 2018/19 municipal year. The following points were discussed:

- (a) due to the timing of the meeting in relation to the review period, it was not possible to include an analysis of the absence figures in the report for Quarter 4, so the data will be presented to the next meeting. The Service recorded below the national average for sickness days for both whole-time/control staff and the full workforce, placing it 11th of 30 services for the former category and 15th of 29 for the latter. Compassionate support processes are in place for staff who need to take time off sick and initiatives continue to reduce the level of sickness in the workforce. Although staff have been through a continued period of change, morale generally remains good, on the whole;
- (b) there is one grievance process and one pension scheme appeal underway. An Employment Tribunal case will be heard during June. The costs are being met from the designated budget, but the ongoing expenditure will be monitored carefully;
- (c) most recent leavers departed the Service due to retirement. To ensure continuity across the projected upcoming retirements, whole-time staff numbers are slightly above establishment level, while approximately 25 new firefighters are now at stations following two recent trainee courses. Achieving and retaining the needed level of on-call staff is a challenge and there is a continual recruitment process to maintain the numbers. A dedicated team supports on-call staff and a high degree of active management is required to ensure that overall staffing remains stable through regular turnover. Focused engagement is being carried out with communities around some stations with low numbers of on-call staff in the local area, to improve recruitment.

**RESOLVED to note the Human Resources update.**

### **32 EQUALITIES MONITORING REPORT**

Tracy Crump, Head of People and Organisational Development, presented an Equalities Monitoring Report for the six-month period from 1 July to 31 December 2018. The following points were discussed:

- (a) women now represent 16.5% of the total workforce and 6.55% of all firefighters (31 of 473). The number of female staff is increasing slightly and the latest round of firefighter recruitment resulted in 13 women being appointed out of 44 applicants. However, the percentage of women decreases in the higher-level management roles. A great deal of work is being done to create a culture of equality and female staff are being sought to act as workplace advocates, to both receive development support from their managers for growing into more senior roles, and to help and encourage their colleagues working to follow the same career path. Currently, most people in senior operational roles have served as firefighters and it is not current practice to enter directly into these positions without this experience, so ways of diversifying the career backgrounds of staff will be explored;
- (b) 3.99% of the total workforce is of a black, Asian or minority ethnic (BAME) background, which falls short of being representative of the overall BAME community in Nottinghamshire (11.2% of the total population in 2011). It is challenging to attract people with a BAME background (particularly into

operational roles) into the Service, but a high level of positive action and engagement work is underway to promote the careers available;

- (c) the Strategic Inclusion Board continues to work towards broader diversification within the workforce, drawing information from steering groups and both internal and external forums. Managers must aim for full inclusion of all staff and internal management structures are in place to facilitate culture change and engage and empower everyone within the organisation. Following previous initiatives, additional work will be carried out to ensure that external forums for engaging with local BAME communities are as effective as possible;
- (d) there is a strong commitment to promote lesbian, gay, bisexual and transgender (LGBT) equality across the Service, which has been recognised in the top 100 of the Stonewall Workplace Equality Index for its commitment to promoting equality issues. Nevertheless, the declaration rate for staff identifying as LGBT remains relatively low, so further work is needed to ensure that people feel comfortable being themselves at work.

**RESOLVED to note the Equalities Monitoring Report and support the Fire Service's continued commitment to attracting, recruiting and retaining a more diverse workforce.**

### **33 UPDATE ON THE PEOPLE STRATEGY**

Craig Parkin, Deputy Chief Fire Officer, presented a six-monthly Update on the People Strategy. The following points were discussed:

- (a) the local policy mirrors the National Fire Chiefs' Council's strategy closely. A number of workshops are being run with a focus on the People Strategy and staff are being encouraged to engage as much as possible. Progress will be reviewed during 2019 and the equality framework will be considered for a peer assessment. Four one-day conferences for all employees will be held in May and June to focus on the Strategic Plan and to receive feedback from staff, and councillors are welcome to attend these conferences;
- (b) the recent recruitment processes have been positive and the new trainees will have placements at multiple stations, to further their development. A third trainee course is scheduled for the end of the year. A number of retirements are anticipated over the next 18 months and there has been recent turnover in middle management roles, so a significant recruitment process has been carried out to ensure continuity and enable the new staff to develop their skills and knowledge;
- (c) a new mixed-crewing model went live on 1 April at the Ashfield and Retford fire stations and the process has been relatively positive, to date. A review and closure report will be produced after three months of operating under the new system;
- (d) the planning for the joint control room with Derbyshire Fire and Rescue Service is developing further and an update report will be available for review by senior management, shortly. There will be a reduced number of roles in the joint control room, so transition support is in place for those staff who want to move to the new

unit, while some staff will retire or receive redundancy and others have been offered alternative positions within the Service;

- (e) unfortunately, the Fire Authority's association with the Prince's Trust Programme will end in July 2019, due to budget constraints. Alternatives for youth engagement are now under consideration, such as the creation of a joint cadet programme with the Police;
- (f) the detail of the proposals to implement a joint headquarters with the Nottinghamshire Police from October 2021 is under development by the Strategic Collaboration Board and conversations are underway with staff to address any concerns, particularly for those in non-uniform support roles;
- (g) the Service is taking a positive role on implementing the significant project to ensure that an integrated approach is taken to review, develop and deliver operational training in line with the National Operational Guidance, while also delivering the annual training plan.

**RESOLVED to note the update on the People Strategy.**

#### **34 RELOCATION TO A JOINT HEADQUARTERS: WORKFORCE IMPLICATIONS**

Craig Parkin, Deputy Chief Fire Officer, presented a report on the implementation of a joint headquarters with the Nottinghamshire Police at Sherwood Lodge, Arnold from October 2021. The following points were discussed:

- (a) the projected creation of a joint headquarters with the Police is over two years away, but a great deal of hard work will need to be done with staff, Fire Authority members, the Office of the Police and Crime Commissioner and Police colleagues to ensure that everybody is fully informed and is able to contribute to the process;
- (b) it is important to Fire and Rescue staff that the move is not seen as the Fire Service being merged into the Police Force. The joint headquarters will need to retain its level of accessibility and it will be vital to lose as few people in the move as possible, so that the Service's collected knowledge and experience is not lost unduly. The Strategic Collaboration Board is working to a collaborative framework and a number of working groups have been established with the Police. The Fire Authority still retains its full decision-making powers.

**RESOLVED to note the report on the workforce implications of the proposals to relocate the Fire Service to joint headquarters with Nottinghamshire Police.**



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority  
Human Resources Committee

# HUMAN RESOURCES UPDATE

Report of the Chief Fire Officer

**Date:** 05 July 2019

**Purpose of Report:**

To update Members on key human resources metrics for the period 1 January 2019 to 31 March 2019.

## CONTACT OFFICER

**Name :** Craig Parkin  
Deputy Chief Fire Officer

**Tel :** 01159 670880

**Email :** craig.parkin@notts-fire.gov.uk

**Media Enquiries Contact :** Therese Easom  
(0115) 967 0880 therese.easom@notts-fire.gov.uk

## 1. BACKGROUND

- 1.1 As part of its remit, the Human Resources Committee of Nottinghamshire and City of Nottingham Fire and Rescue Authority receives regular updates on Human Resources (HR) issues within the Service. This includes issues such as sickness absence, formal discipline, grievance, employment tribunal cases and staffing numbers. These issues are collectively referred to as HR metrics.
- 1.2 Reports are on a quarterly basis and allow the Human Resources Committee to keep informed of ongoing issues and offer their guidance and scrutiny.

## 2. REPORT

### HR METRICS - SICKNESS ABSENCE

- 2.1 The following represents absence figures for Quarter 4: 1 January 2019 to 31 March 2019:

Target absence figures for 2018/19 are:

Wholetime and Control:	6 days per person
Non-Uniformed:	7 days per person
Whole Workforce:	6.25 days per person

(The average is affected by the numbers of employees in each work group and the average work shift)

- 2.2 Absence across the workforce, excluding retained employees, increased by 150 days (13.4%) during the review period. A comparative breakdown of figures by employment group are set out in Appendix C. This also represents an increase compared to the same quarter of the previous year (2016-17) of 53.5 days (+4.4%).
- 2.3 As this represents the final quarter of the reporting year, analysis has also been undertaken of total sickness absence figures for the financial year 2018-19. These show a decrease of 225.5 days (-4.38%) on the previous financial year (2017/2018).



<b>Absence</b>	<b>Quarter 4 1 January – 31<sup>st</sup> March 2019</b>	<b>Compared with previous quarter</b>	<b>Cumulative total days lost for 18/19</b>	<b>Cumulative average over last 12 months</b>
<b>Total workforce  (164 employees have been absent on 182 occasions during Q4, excluding On-call *)</b>	1271 days lost  1.99 days per employee	1121 days lost  1.75 days per employee  13.4% increase  (+150 days)	4919.5days lost	7.68 days per employee  (target 6.25 days)

(\*Due to the on-call nature of the On-call Duty System, On-call absence is not reflected in the figures. These are shown separately at Appendix C).

2.4 Across the workforce a total of 1271 working days were lost in the final quarter of 2018/19. This is an increase of 150 days (13.4%) on the previous quarter. Sickness absence figures have also slightly increased in comparison to the same period of 2018 by 4.4% (+53.5 days). This is shown in the table set out at Appendix A.

2.5 Long term absence equated to 54.8% of the total absence during this period. A full period commentary of Quarter 4 can be found at appendix C.

## **WHOLE YEAR REVIEW**

2.6 Across the workforce a total of 4919.5 working day were lost due to sickness absence during 2018/19 (excluding On-call absence), at an average of 7.68 days per employee. This means that the absence target of 6.25 days per employee has been missed.

2.7 In comparison to 2017-18, this represents a decrease of 225.5 days (-4.38%), and compares to a previous average of 8.05 days per employee.

2.8 When broken down by work group, the figures show that:

- Wholetime and control: 3392.5 working days lost, 7.33 days average per employee

- Support (non-uniformed): 1360 working days lost, 8.82 days average per employee
  - On-call : 3101 working days lost, 11.97 days average per employee
- 2.9 Of this, 68.4% of all absence was due to long term sickness i.e. absence of more than 28 days in duration.
- 2.10 The main reasons for sickness absence are: Musculo Skeletal, Mental Health issues and Respiratory conditions.

## **NATIONAL TRENDS**

- 2.11 The Service contributes to the National Fire Chiefs Council (NFCC) sickness absence survey, which is undertaken quarterly and allows for comparison between contributing Fire and Rescue Services. Appendix B reflects the national absence trends for Quarters 1 - 4 combined. The two charts reflect Whole-time and Control (12i) and whole workforce figures (12ii).
- 2.12 For Whole-time and Control (12i) the chart show that the Service ranked 10th of the 32 Services at 7.33 days per employee, and was below the sector sickness average of 8.34 days per employee. The lowest average was 2.34 days and the highest 12.39 days.
- 2.13 For whole workforce (12ii) the tables show that the Service, ranked 11th of the 31 Services at 7.68 days per employee, and was below the sector sickness average of 8.26 days per employee in quarter one. The lowest average was 1.9 days and the highest 13.73 days.

## **DISCIPLINE, GRIEVANCES ETC**

- 2.14 Over the period 1 April 2019– 30 June 2019:
- Disciplinary: 0
  - Grievances: 1
  - Harassment and Bullying: 0
  - Formal Management Sickness Absence Policy: 0
  - Dismissals including ill health retirements: 0 (pending appeal)
  - Redundancy: 0
  - Redeployment: 0
  - Employment Tribunal cases: 1
  - IDRPs appeals: 0
  - Performance and capability: 0

## STAFFING NUMBERS

2.15 During the period 1 April 2019 to 30 June 2019, 13 employees commenced employment. Establishment levels at 30 June 2019 are highlighted below:

	Approved	Actual	Variance
<b>Wholetime</b>	455 (455 fte)	447 (445.1 fte)	-8 (-9.9)
<b>On-call</b>	192 units	263 persons (141.5 units) (includes 65 dual contracts)	50.5 units
<b>Support</b>	159 (151.18 fte)	157 (148.9 fte)	-2 (-2.28 fte)
<b>Fire Control</b>	25 (25 fte)	26 (25.75 fte)	+1 (+0.75 fte)

2.16 There have been 17 leavers and 13 starters since the last report, which has resulted in an actual workforce figure of 893 (this includes 65 dual contractors). Leavers are broken down as follows: 7 Wholetime, 7 On-call, and 3 Support roles.

2.17 As at 30 June 2019 whole-time establishment stood at 457 operational personnel (445.1 fte) employees against an establishment of 455 posts.

2.18 During the period the Service has appointed to 4 support roles and 9 On-call trainee firefighter roles.

### 3. FINANCIAL IMPLICATIONS

The Authority's pay budgets cover the cost of the workforce, and these include budgets for overtime to cover sickness absence where operational cover is affected. The actual numbers of employees in post compared to the establishment can cause budgetary variances and these are reported to the Finance and Resources Committee.

#### **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

The human resources and learning and development implications are set out in the report.

#### **5. EQUALITIES IMPLICATIONS**

As this review does not impact upon policy or service delivery, no equality impact has been undertaken. However, workforce equality monitoring information is undertaken and reported separately to this report.

#### **6. CRIME AND DISORDER IMPLICATIONS**

There are no crime and disorder implications arising from this report.

#### **7. LEGAL IMPLICATIONS**

There are no legal implications arising from this report.

#### **8. RISK MANAGEMENT IMPLICATIONS**

A regular reporting system on the management of human resources ensures that the Service and the Authority are aware of any developing workforce issues.

#### **9. COLLABORATION IMPLICATIONS**

There are no collaboration implications arising from this report.

#### **10. RECOMMENDATIONS**

That Members note the contents of the report.

#### **11. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

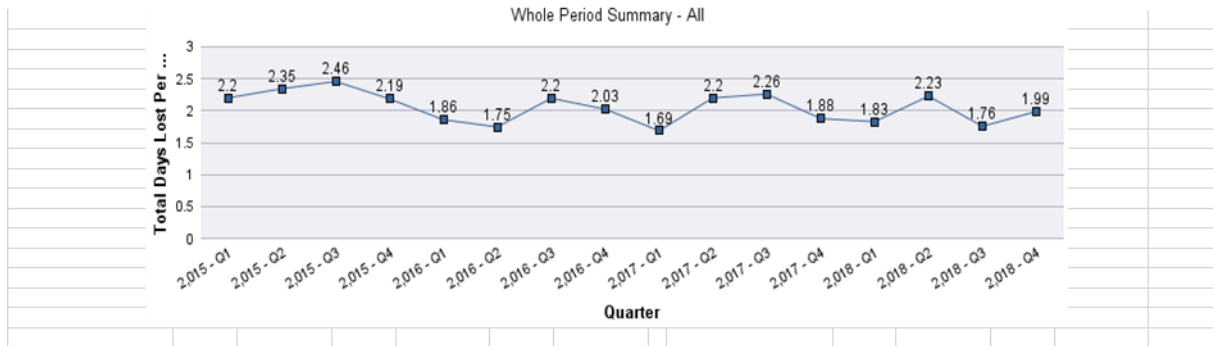
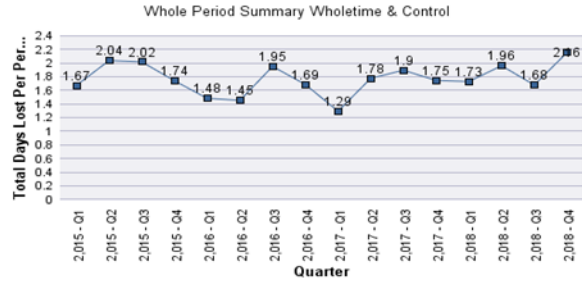
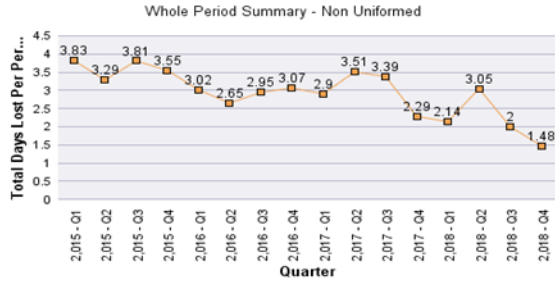
John Buckley  
**CHIEF FIRE OFFICER**

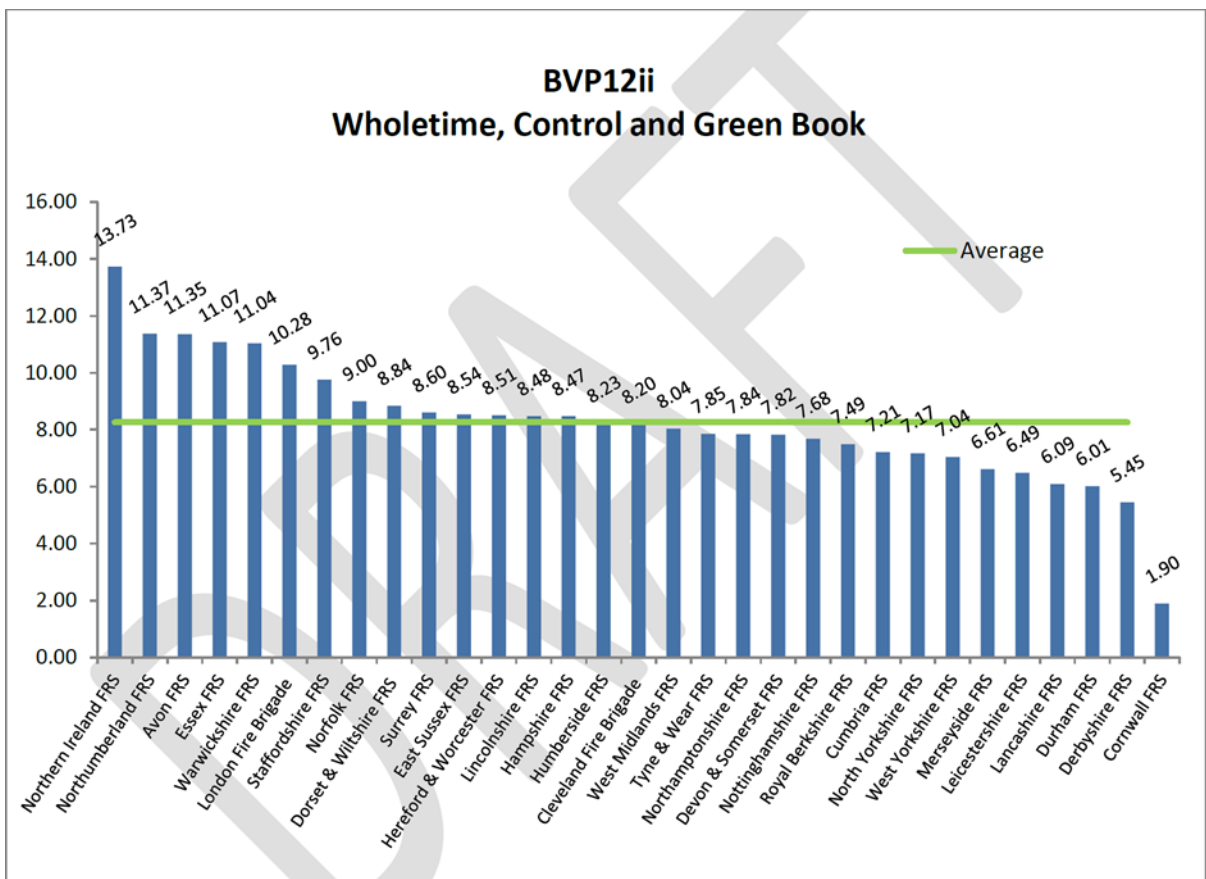
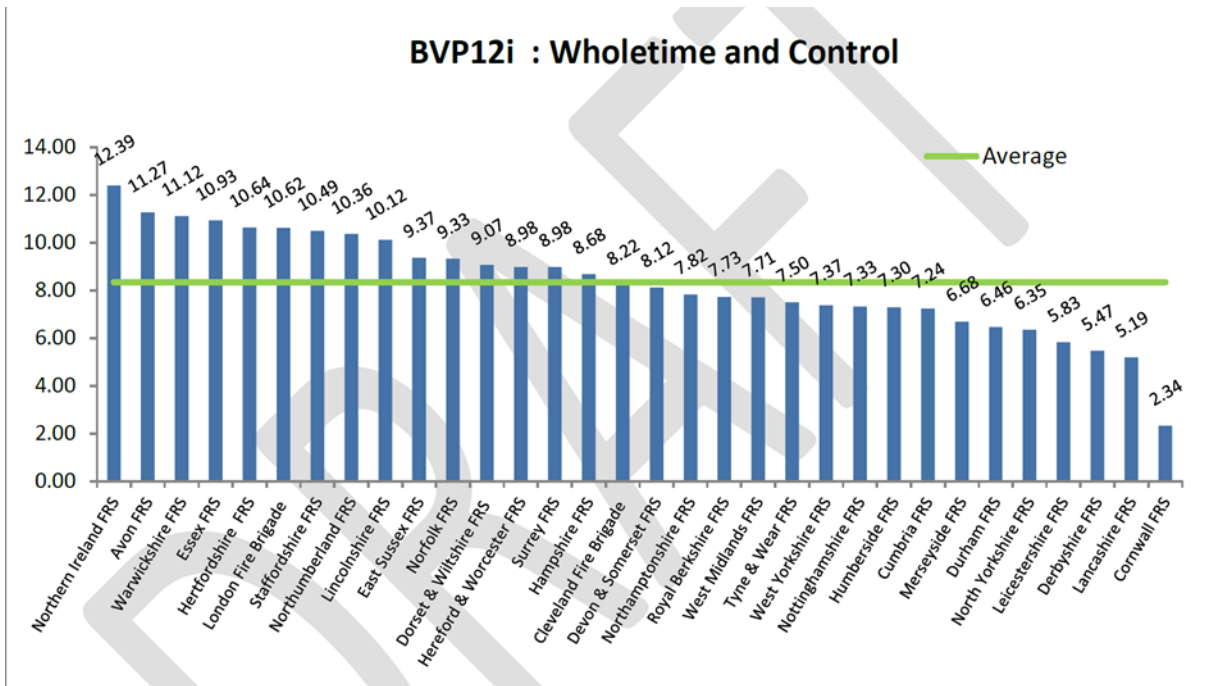
# APPENDIX A

## Appendix - Reporting Period: 01/04/2015 to 31/03/2019

Quarter Breakdown by Month	January		February		March	
	Days Lost Per	Total Working	Days Lost Per	Total Working	Days Lost Per	Total Working
Non Uniformed	0.65	102.00	0.41	85.00	0.41	85.00
Wholetime & Control	0.70	335.00	0.75	383.00	0.71	341.00
Sum:	0.68	437.00	0.67	428.00	0.64	406.00

Current Q vs Previous Q	2,018 - Q3		2,018 - Q4	
	Days Lost Per	Total Working	Days Lost Per	Total Working
Non Uniformed	2.00	314.50	1.48	232.00
Wholetime & Control	1.88	809.50	2.16	1039.00
Sum:	1.76	1124.00	1.99	1271.00





**Q4 - Wholetime**

In total 971 working days were lost due to sickness during this quarter. Of this, 588 days were lost to long-term absence (28+ days absence) and 383 days were lost due to short term absence. This represents an increase of 227 days (30.5%) on the previous quarter.

The average absence per employee was 2.13 days lost, which is above the target figure of 1.6 days lost per quarter per employee.

60.6% of sickness absence in this quarter was due to long term absence. There were 36 periods of absence covered by a Medical Certificate (i.e. absence longer than 8 days in duration), 18 of which were classified as long-term sickness. At the end of the period 24 employees had returned to work with 12 still absent.

**Reasons for absence**

Main reasons for long-term sickness absence for the Wholetime are Musculo skeletal conditions (6 instances, 175 days) and Mental health issues (5 instances, 224 days).

**Wholetime**

<u>Wholetime</u>			<u>Short Term Absences</u>			<u>Long Term Absences</u>		
Absence Reason - Grouped	Unique Absence Count	Days Lost	Absence Reason - Grouped	Unique Absence Count	Days Lost	Absence Reason - Grouped	Unique Absence Count	Days Lost
Musculo Skeletal	29	299	Musculo Skeletal	23	124	Mental Health	5	224
Mental Health	12	267	Respiratory - Cold/Cough/Influenza	28	89	Musculo Skeletal	6	175
Respiratory - Cold/Cough/Influenza	28	89	Mental Health	7	43	Heart, Cardiac and Circulatory Problems	2	73
Heart, Cardiac and Circulatory Problems	2	73	Virus/Infectious Diseases	10	31	Hospital/Post Operative	3	64
Hospital/Post Operative	4	73	Gastro-Intestinal	11	28	Eye Problems	1	26
Other known causes (not specified in list)	5	36	Respiratory - Chest Infection	4	16	Other known causes (not specified in list)	1	26
Virus/Infectious Diseases	10	31	Unknown causes, not specified	3	15			
Eye Problems	2	30	Other known causes (not specified in list)	4	10			
Gastro-Intestinal	11	28	Hospital/Post Operative	1	9			
Respiratory - Chest Infection	4	16	Skin Condition	1	7			

**Control Absence**

In total 68 working days were lost due to sickness absence during this quarter at an average of 2.62 days per employee. Of this 34 days were lost due to long term absence.

This represents an increase of 4 days (6.25%) on the previous quarter.

There were 4 periods of absence covered by a Medical Certificate (i.e. absence longer than 8 days in duration), 1 of which was classified as long-term sickness. At the end of the period 2 employees had returned to work.

Due to the level of absence, and to protect confidentiality, no analysis has been made of reasons for absence.

**On-call absence**

Attendance for on-call fire-fighters does not reflect shifts lost as they do not have standard working hours, instead it reflects calendar days lost e.g. availability to attend

incidents or training periods and absence is predicated over a 7-day availability pattern (compared to 4 days for whole-time employees).

In Q4, 873 days were unavailable due to sickness, broken down into 571 days of long-term absence (28+ days) and 302 days of short-term absence. This equates to an average of 2.2 “days” of unavailability per employee.

Compared to Q3, when 786.5 days were lost to sickness absence, this reflects an increase of 86.5 available days (11%).

There were 21 periods of absence covered by a Medical Certificate (i.e. absence longer than 8 days in duration), 10 of which were classified as long-term sickness. At the end of the period 13 employees had returned to work with 8 still absent.

**Reasons for absence**

The 2 main conditions leading to long-term absence for On-call employees in Q4 were Musculo Skeletal issues (5 instances, 247 days) and Cancer (2 instances, 140 days).

**Retained**

<u>Retained</u>			<u>Short Term Absences</u>			<u>Long Term Absences</u>		
Absence Reason - Grouped	Unique Absence Count	Days Lost	Absence Reason - Grouped	Unique Absence Count	Days Lost	Absence Reason - Grouped	Unique Absence Count	Days Lost
Musculo Skeletal	17	389	Musculo Skeletal	12	142	Musculo Skeletal	5	247
Cancer and Tumours	2	140	Respiratory - Cold/Cough/Influenza	7	33	Cancer and Tumours	2	140
Mental Health	3	121	Mental Health	2	31	Mental Health	1	90
Respiratory - Chest Infection	2	67	Unknown causes, not specified	1	21	Respiratory - Chest Infection	1	61
Other known causes (not specified in list)	4	49	Other known causes (not specified in list)	3	16	Other known causes (not specified in list)	1	33
Respiratory - Cold/Cough/Influenza	7	33	Virus/Infectious Diseases	3	14			
Unknown causes, not specified	1	21	Gastro-Intestinal	4	13			
Virus/Infectious Diseases	3	14	Mental Health - Other	2	9			
Gastro-Intestinal	4	13	Hospital/Post Operative	2	8			
Mental Health - Other	2	9	Genitourinary/Gynecological/Reproductive	1	7			

**Support absence**

In total 232 working days were lost due to sickness absence for support personnel during the quarter. This breaks down into 74 days due to long-term sickness absence (28+ continuous days absent) and 158 working days due to short term absence. This represents a decrease of 82 days (26.1%) on the previous quarter.

The average absence per employee was 1.5 days lost, which is below the target figure of 1.6 days lost per quarter per employee.

There were 6 periods of absence covered by a Medical Certificate (i.e. absence longer than 8 days in duration), 2 of which were classified as long-term sickness. At the end of the period 4 employees had returned to work with 2 still absent.



## Reasons for absence

The two main reasons for support staff long-term absence were Musculo Skeletal issues (1 instance, 50 days) and Cancer (1 instance, 24 days).

### Non Uniformed

Absence Reason - Grouped	Unique Absence Count	Days Lost
Musculo Skeletal	5	67
Respiratory - Cold/Cough/Influenza	18	38
Virus/Infectious Diseases	9	33
Cancer and Tumours	1	24
Hospital/Post Operative	4	24
Gastro-Intestinal	12	21
Mental Health	2	10
Respiratory - Chest Infection	1	10
Heart, Cardiac and Circulatory Problems	1	2
Ear, Nose, Throat	1	1
Eye Problems	1	1
Respiratory - Other	1	1

;

### Long Term Absences

Absence Reason - Grouped	Unique Absence Count	Days Lost
Respiratory - Cold/Cough/Influenza	18	38
Virus/Infectious Diseases	9	33
Hospital/Post Operative	4	24
Gastro-Intestinal	12	21
Musculo Skeletal	4	17
Mental Health	2	10
Respiratory - Chest Infection	1	10
Heart, Cardiac and Circulatory Problems	1	2
Ear, Nose, Throat	1	1
Eye Problems	1	1
Respiratory - Other	1	1

Absence Reason - Grouped	Unique Absence Count	Days Lost
Musculo Skeletal	1	50
Cancer and Tumours	1	24

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**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority  
Human Resources Committee

# **EQUALITIES MONITORING REPORT**

Report of the Chief Fire Officer

**Date:** 05 July 2019

**Purpose of Report:**

To provide Members with an update on the breakdown of the workforce by protected characteristic between 1 January and 30 June 2019 and the work being done to improve diversity at Nottinghamshire Fire and Rescue Service.

## **CONTACT OFFICER**

**Name :** Craig Parkin  
Deputy Chief Fire Officer

**Tel :** 0115 838 8900

**Email :** [craig.parkin@notts-fire.gov.uk](mailto:craig.parkin@notts-fire.gov.uk)

**Media Enquiries  
Contact :** Therese Easom  
(0115) 967 0880 [therese.easom@notts-fire.gov.uk](mailto:therese.easom@notts-fire.gov.uk)

## 1. BACKGROUND

- 1.1 As part of Nottinghamshire Fire and Rescue Service's (NFRS) commitment to promoting equality and diversity, the Human Resources Committee considers updates on the breakdown of the workforce and the work being done to address under-representation by protected characteristic.
- 1.2 This report constitutes a six-month period from 1 January – 30 June 2019. Please note this data was taken on 10 June 2019 to provide a timely reporting period to Human Resources committee.

## 2. REPORT

### WORKFORCE PROFILE

- 2.1 Workforce profile information is analysed by work group (wholetime, on-call, control, support). Breaking down the workforce in this way allows for the identification of specific issues by distinct employee groups, each of whom have differences in job type, conditions of service and workforce composition. The information contained within this report is based upon 893 employees in total; of which 710 operational employees (not including vacancies) on 30 June 2019. The table below provides a snapshot of under-represented groups at the Service.

	1 January 2018	30 June 2018	31 December 2018	30 June 2019
<b>Total</b>	<b>893</b>	<b>899</b>	<b>902</b>	<b>894</b>
Female Firefighters	5.74% (26 of 453 posts)	6.09% (28 of 460 posts)	6.55% (31 of 473 posts)	6.66% (31 of 465 posts)
Black, Asian and Minority Ethnic (BAME)	3.66% (30)	3.56% (32)	3.99% (36)	4.25% (38)
Lesbian, gay or bisexual	1.57% (14)	1.55% (14)	1.22% (11)	1.34% (12)
Disabled	4.37% (39)	4.23% (38)	4.21% (38)	4.25% (38)

## GENDER

- 2.2 On 30 June 2019, women constituted 17.11% (153) of the total workforce. Of these, 41 women are employed in operational roles (including management roles), which represents 5.76% of operational roles undertaken.

## ETHNIC ORIGIN

- 2.3 On 30 June, employees from BAME groups constituted 4.25% (38) of the workforce (excluding employees who defined themselves as Irish and White Other). Of these, 28 were employed in operational roles (not including Control).
- 2.4 In comparison to 31 December 2018 there has been a slight increase in BAME staff employed by the Service. It should be noted that 58 people have chosen not to define their ethnic origin. The table in Appendix B shows the workforce profile by ethnic origin.
- 2.5 To provide some context to these figures, the BAME community in Nottinghamshire is 11.2% based on the last census. This demonstrates that the organisation still faces a challenge to attract and recruit applicants from BAME backgrounds to fire service roles.

## WORKFORCE BY GRADE AND ROLE

- 2.6 3.39% (7) of Crew and Watch Managers at NFRS are women and 6.06% (2 – one of which is a temporary role) are middle managers at Station or Group Manager level. As at 30 June 2019 all operational Area Managers and Principal Officers are men, although there are three non-operational female Strategic Managers (Area Manager equivalents) within the Strategic Leadership Team.
- 2.7 There continues to be a low number of employees from BAME backgrounds in operational supervisory (7 - 3.03%) and middle (1 - 3.2%) management roles, and none in senior operational management positions, in the Service.
- 2.8 Within the support workforce there continues to be more women (92) than men employed (65). However, it should be noted men occupy higher numbers of senior organisational positions (57.89%) than women.

	Men	Women	BAME
Grades 1-4	21	35	3
Grades 5-7	32	49	7
Grades 8-SLSM	11	8	0
Apprentice	1	0	0

## **DISABILITY**

- 2.9 The number of employees declaring a disability on 30 June remains at 38 people (4.25% of the total workforce).
- 2.10 The declaration rate amongst support employees is at 5.73% which is lower than the working age population in the UK that is disabled, which is approximately 10%. When operational employees are included this figure reduces to 4.25%. This is due to the fitness, strength and other functional aspects, such as sight and hearing standards, which are a requirement of operational roles. It should be noted that as a workforce gets older disability issues are likely to increase.
- 2.11 Disability declaration rates remain relatively low. The Service continues to raise awareness of disability issues including dyslexia and mental health.

## **SEXUAL ORIENTATION**

- 2.12 Numbers of employees who identify as lesbian, gay or bisexual has increased slightly within the last year. 1.34% (12) of the work force identifying as being lesbian, gay or bisexual is low compared to the expected national population of 5-7% quoted by Stonewall. The Service continues to work within the Stonewall Workplace Equality Index in order to promote LGBT equality across the Service and has recently been recognised within the Stonewall Index for its commitment to promoting equality issues.

## **AGE**

- 2.13 The table at Appendix C sets out the numbers of employees by age and work group. The figures show that the largest age group are those people between 46 and 55 years old who make up 35.57% (318) of the workforce. As the typical retirement age for operational personnel is between 50 and 55, this has implications for turnover over the next ten years, with the associated loss of experience and knowledge. At the other end of the age scale, 3.80% (34) of all employees are aged 16-25.
- 2.14 The annual Workforce Plan, produced by the Human Resources Department, ensures that the Service has effective succession planning in place to mitigate against this anticipated turnover.

## **RELIGION**

- 2.15 The table at Appendix D sets out the numbers of employees by religion/faith. 37.47% (335) of the workforce state that they have no religion and 18.79% (168) chose not to specify. The highest number of employees specify their religion as Christian (40.72%). The percentage of people not specifying is only slightly higher to that for sexual orientation and could suggest that trust and privacy may be issues in the declaration of such protected characteristics.

## **GENDER IDENTITY**

2.16 In July 2018, the Service started to monitor gender identity and gender reassignment. Declaration is voluntary and, to date, only 5.03% (45) of employees have provided gender reassignment data and 8.05% (68) have provided gender identity data. As such figures are too low to provide any meaningful analysis and work will continue to raise awareness of this reporting mechanism.

## **STARTERS**

2.17 There were 25 starters from 1 January – 30 June 2019.

Of these starters:

- 32% (8) were female and 68% (17) were male.
- The majority of appointments were to whole-time posts 48% (12). Of these, 20% (5) were female.
- 84% (21) appointees defined their ethnic origin as White British, 12% (3) of appointees were from a BME background and 4% (1) preferred not to declare.
- The majority of new starters (11) were in the age range 26 – 35 (44%).

## **LEAVERS**

2.18 There were 43 leavers from 1 January – 30 June 2019.

Of these leavers:

- 16.28% (7) were female and 36 (83.72) were male. This is fairly representative of the workforce profile.
- 74.42% (32) defined their ethnic origin as White British, 2.33% (1) leaver described their ethnic origin as White Irish and 23.26% (10) preferred not to disclose their ethnic origin.
- The majority of leavers 62.79% (27) were over 46 years old

2.19 These figures indicate that there is no specific gender or ethnic origin issues relating to retention levels.

## **SUPPORT STAFF RECRUITMENT**

2.20 From 1 January – 30 June 2019 the Service received 41 applicants in total for four vacancies (however the Service needed to fill one of these vacancies through an agency which limits the potential applicant pool).

2.21 29.26% (12) of all applicants were female, 46.15% of shortlisted applicants were female and 33.33% (1) of appointed applicants were female; as there were only three roles appointed to this is not disproportionate.

- 2.22 The Service received 9.76% (4) of applications from individuals from BAME backgrounds and 7.69% (1) of shortlisted applicants identified as BAME but none were appointed. 66.66 (2) of successful applicants were White British and 33.33% (1) was White Irish.
- 2.23 2.48% (1) of applicants identified as LGBT were received by the Service, although 7.69% (1) of all applicants interviewed identified as LGBT, no applicants identifying as LGBT were appointed. The Service continues to use a diverse range of role models, within its recruitment campaigns and advertise in a range of media to promote its vacancies to the widest range of potential applicants.
- 2.24 The Service received no applications from individuals identifying as having a disability. It is worth noting though the Service guarantees applicants with a disability an interview providing they meet the essential criteria if they opt into being assessed under the guaranteed interview scheme.
- 2.25 The highest number of applications 19 (45.24%) were from applicants between the ages of 26 - 35. Analysis of the figures does not show a disproportionate impact linked to the age range of applications.
- 2.26 It should be noted that all applicants are interviewed and appointed according to merit.

### **ON-CALL RECRUITMENT**

- 2.27 The Service received 37 applicants for a single recruitment campaign for on-call firefighters during the period of 1 January 2019 – 30 June 2019. Of the 37 applicants for on-call roles, 10.81% (4) of applicants were female, however none were shortlisted.
- 2.28 2.70% (1) of applications received were from individual(s) identifying as BAME, who was subsequently successful in their application. This represented 11.7% of successful applicants. The Service continues to use a diverse range of role models within its recruitment campaigns to target its recruitment at BAME communities, however has a limited applicant pool when recruiting to on call positions.
- 2.29 The highest number of applications (21) 56.75% were aged between 26 - 35 and only (1) 2.70% application were received from individuals over 46 years of age. However, no disproportionate impacts have been identified from the age data.

### **WHOLETIME FIREFIGHTER RECRUITMENT PROCESS 2018**

- 2.30 The Service undertook a whole-time firefighter recruitment process between March and July 2018, and the first and second cohorts of trainee firefighters commenced initial training in September and January respectively.



- 2.31 A package of positive action measures was implemented to attract a wide range of potential applicants to attend awareness days and apply for the role. This proved to be successful in attracting and appointing a more diverse range of applicants than previous recruitment campaigns. In total, 44 appointments were made from this process.
- 2.32 Of the 11 Whole-time starters who began their employment with the Service on 2 January 45.45% (5) were female and 54.65% (6) were male. 18.18% (2) identified as being from a BME background and 81.97% (9) identified as being White British. A further 3 women and 2 BAME appointees will commence their training course in September.

## **CONCLUSION**

- 2.33 The workforce profile is not representative of the local population in terms of employees from BAME backgrounds. The Service continues to use positive action to promote the fire service as a career during firefighter recruitment campaigns. However, as the majority of vacancies are for on-call roles, and these are very specific to location, the impact has been fairly limited. Support staff vacancies are also marketed at under-represented groups through targeted advertising. Though as can be noticed from the statistics in this report, the workforce is becoming gradually more representative.
- 2.34 The Service continues to engage with the local community, for instance through attendance at community festivals such as Pride events and Carnival, and this engagement needs to be extended to develop a continuous presence which, in time, may lead to an increased number of applications to the Service.
- 2.35 The Service continues to provide targeted development opportunities for women and one promotion has been noted within this report from a female watch manager to station manager. The Aspiring Leaders Programme, Springboard and Future Leaders Programme (multi-agency) are some of the targeted courses used by NFRS which can help encourage a more diverse range of employees to develop themselves.
- 2.36 Levels of 'Not Stated' or 'Prefer not to Say' remain high in religion/belief 18.79% of people and sexual orientation 16.31% of people. Also, as discussed within this paper, those telling the Service about a disability remains low. Awareness-raising and training will continue to ensure employees understand the reasons why declaration is so important. The service plans to issue a staff briefing paper to raise awareness of disability, reasonable adjustments and keeping personal data up to date through iTrent later this year in addition to other measures.

## **3. FINANCIAL IMPLICATIONS**

There are no financial implications arising from this report.

## **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

- 4.1 Human resources implications are addressed throughout the report. The monitoring shows that there is still an under-representation of women in operational roles, and of employees from BAME backgrounds or who define themselves as LGBT, or who declare a disability across the workforce.
- 4.2 Whilst measures have been put in place to address the issues leading to this under-representation, the Service continues to commit to further improve both the applicant and appointment rates from under-represented groups. This includes the continued requirement for targeted positive action measures and support through the provision of the appropriate resources.

## **5. EQUALITIES IMPLICATIONS**

An equality impact assessment has not been undertaken because this is not a policy, function or service. However, it should be noted that this information is used to analyse equality outcomes and inform changes to practices and positive action measures.

## **6. CRIME AND DISORDER IMPLICATIONS**

There are no crime and disorder implications arising from this report.

## **7. LEGAL IMPLICATIONS**

The advancement of equality of opportunity between people who share a protected characteristic and people who do not share it is a key element of the Public Sector Equality Duty (Equality Act 2010).

## **8. RISK MANAGEMENT IMPLICATIONS**

A failure to represent the community being served can impact upon trust and confidence in public services. Nottinghamshire Fire and Rescue Service is cognisant of this as a risk to its reputation and ability to engage with its communities and service users.

## **9. COLLABORATION IMPLICATIONS**

The Service attends community engagement events in collaboration with Nottinghamshire Police and works as a key stakeholder on the Future Leaders of Nottingham steering group. The Service also holds events in partnerships with public services covering a range of protected characteristics in order to promote equality of opportunity.

**10. RECOMMENDATIONS**

That Members note the content of the report and support the Service's continued commitment to attracting, recruiting and retaining a more diverse workforce.

**11. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

John Buckley  
**CHIEF FIRE OFFICER**

## APPENDIX A

### WORKFORCE BY GENDER

Gender	Wholetime	On-call	Support	Control	Total	%
Male	417	253	65	6	741	82.89%
Female	31	10	92	20	153	17.11%
<b>Total</b>	<b>448</b>	<b>263</b>	<b>157</b>	<b>26</b>	<b>894</b>	

## APPENDIX B

### WORKFORCE BY ETHNIC ORIGIN

Ethnic Origin	Wholetime	On-Call	Support	Control	Total	%
BAME	22	6	10		38	4.25%
Not declared	23	15	20		58	5.03%
White British	374	229	124	24	751	84.00%
White Irish / White Other	29	13	3	2	47	5.26%
	<b>448</b>	<b>263</b>	<b>157</b>	<b>26</b>	<b>894</b>	

Please note – to protect the identity of those in minority ethnic groups, a classification of BAME has been used to denote employees defining their ethnic origin as Asian British, Indian, Pakistani, Asian Other, Black, Black British, Black Caribbean, Black Other, Chinese, Mixed White Asian, White Black British, Mixed Other, Other Ethnic group.

**APPENDIX C**

**WORKFORCE PROFILE BY AGE**

	<b>Wholetime</b>	<b>On-call</b>	<b>Support</b>	<b>Control</b>	<b>Total</b>	<b>%</b>
<b>16-25</b>	4	24	5	1	<b>34</b>	<b>3.80%</b>
<b>26-35</b>	89	89	23	4	<b>205</b>	<b>22.93%</b>
<b>36-45</b>	160	63	35	7	<b>265</b>	<b>29.64%</b>
<b>46 - 55</b>	180	69	62	7	<b>318</b>	<b>35.57%</b>
<b>56 – 65</b>	15	18	30	7	<b>70</b>	<b>7.83%</b>
<b>+65</b>			2		<b>2</b>	<b>0.22%</b>
	<b>448</b>	<b>263</b>	<b>157</b>	<b>26</b>	<b>894</b>	

**APPENDIX D**

**WORKFORCE BY RELIGIOUS BELIEF**

<b>Religion</b>	<b>Total Number</b>	<b>% Total</b>
<b>Any other religion</b>	<b>6</b>	<b>0.67%</b>
<b>Buddhist</b>	<b>8</b>	<b>0.89%</b>
<b>Christian (all denominations)</b>	<b>364</b>	<b>40.72%</b>
<b>Hindu</b>	<b>1</b>	<b>0.11%</b>
<b>Jewish</b>	<b>1</b>	<b>0.11%</b>
<b>Muslim</b>	<b>3</b>	<b>0.34%</b>
<b>No religion</b>	<b>335</b>	<b>37.47%</b>
<b>Not Specified</b>	<b>168</b>	<b>18.79%</b>
<b>Other</b>	<b>5</b>	<b>0.56%</b>
<b>Sikh</b>	<b>3</b>	<b>0.34%</b>
	<b>894</b>	

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**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority  
Human Resources Committee

# **GENDER PAY GAP REPORT 2019**

Report of the Chief Fire Officer

**Date:** 05 July 2019

**Purpose of Report:**

To report the outcomes of the Gender Pay Gap Audit for the year 2018.

## **CONTACT OFFICER**

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## **1. BACKGROUND**

- 1.1 In April 2017, the government introduced a duty on employers with more than 250 employees to calculate and publish six specific measures in relation to the pay gap between men and women in their organisation. Pay data is collected on a specific pay date- 31 March 2018 - and must be published on the national register by 31 March 2019.

## **2. REPORT**

- 2.1 Under the Gender Pay Gap regulations, the following six specific measures are recorded and published on a national website:
- The difference in the mean hourly rate of pay
  - The difference in the median hourly rate of pay
  - The difference in the mean bonus pay
  - The difference in the median bonus pay
  - The proportion of male and female employees who were paid bonus pay
  - The proportion of male and female employees according to quartile pay bands
- 2.2 The Service return reports on the mean average and median rates of pay for men and women employed by the Authority and the proportion of male and female employees by quartile pay band. It does not pay bonus payments.
- 2.3 The outcomes from the audit report are that the mean hourly pay gap between women and men employed by the Service is 7.7%, and the median gender pay gap as 6.3%. Quartile bandings are attached as Appendix A and reflect the greater number of men employed compared to women at each level of pay banding.
- 2.4 It should be noted that this pay gap does not indicate a disparity in hourly rate paid for men and women doing the same job, which is the same for men and women at NFRS, but rather reflects the gender balance within the workforce (83.3% male, 16.7% female) and the proportion of men in higher graded operational and managerial roles. The breakdown of roles is shown at Appendix B.

## **COMPARATIVE FIGURES**

- 2.5 In the previous review undertaken on 31<sup>st</sup> March 2017, the mean average difference in pay was 20% and the median difference was 11.9%, which means that the gender pay gap is smaller than last year.
- 2.6 This compares with a public-sector mean average of 12.4% and a median of 14.1%. The Service is therefore below the public-sector average and median figure.



- 2.7 Overall, across all employers, the average mean pay gap was 14.5% and the median pay gap was 17.9%.
- 2.8 In the public sector, 88.5% of employers have a pay gap in favour of men, compared to 78% in the private sector.

**BREAKDOWN BY GROUP**

2.9 The table below shows the comparative pay gap differences calculated as a mean average, by Service work group:

<b>Work group</b>	<b>Mean Average %</b>	<b>Nbr of women (April 2018)</b>	<b>Nbr of men April 2018)</b>
Whole-time	-7.84	23 (5.07%)	431 (94.93%)
Control	+4.02	21 (77.78%)	6 (22.22%)
Support	-7.83	88 (54.32%)	74 (45.68%)
On-call	-12.17	11 (4.26%)	247 (95.74%)

2.10 The above figures reflect the fact the low number of women in operational roles (Whole-time and On-call), and that there are more women than men in Control and Support roles. However, with exception of Control employees, more men than women are employed in higher graded managerial roles which accounts for the pay gap disparity.

**REDUCING THE GENDER PAY GAP**

- 2.11 In terms of reducing the gender pay gap, the Service already has in place policies and pay structures that are reflective of best practice outlined in guidance documents. However, the lack of women in operational supervisory and senior management roles is a perennial issue and work needs to be undertaken to encourage more women to apply for higher graded roles. The gender pay gap will really only be closed by appointing more women to supervisory and managerial roles.
- 2.12 In the most recent promotion processes, 2 (out of 23 applicants) women applied for Crew Manager roles, 1 (out of 31 applicants) for Watch Manager roles and 1 (out of 17 applicants) for Station Manager roles. Of these, 2 were identified as having potential for progression and given development plans and access to temporary promotion, and 1 identified as immediately ready for promotion to Crew Manager.
- 2.13 The Service has developed an Aspiring Leaders programme in the last year to provide development for employees who may be thinking of future promotion, and 51 people have completed or commenced development on the programme. Of these, 12 were women, 4 of whom were operational fire-

fighters - of these, 2 applied for the recent Crew Manager process and 1 was successful. Disappointingly there were no female fire-fighter applicants for latest programme which commenced in November 2018.

- 2.14 Increasing the number of women in Fire-fighter roles has been an objective for a number of years and significant positive action was undertaken ahead of the 2018 selection process to attract women and support them to achieve entry standards, particularly in relation to strength and fitness. Of the 37 new trainee firefighters appointed, 12 (32.4%) women were appointed. As the pay gap audit looks at figures for 31<sup>st</sup> March 2018, this will not be reflected in the audit figures until the next submission in 2020.
- 2.15 The Service also has in place a Flexible Working Policy, which facilitates a range of working options such as part-time and term-time working and which is open to all service employees. The Rostering Collective Agreement also facilitates the opportunity to operational fire-fighters to work flexibly. Whilst a number of part-time arrangements are in place for support and control employees, there are very few applications from operational fire-fighters to work flexible arrangements – this may be due to the nature of the duty system which facilitates 4 days off and a 2-day and 2-night work pattern, which may already suit those with caring responsibilities.
- 2.16 The lack of women in on-call roles is typical of the national picture. The demands of the on-call system, its geographic restrictions and the nature of call-outs to incidents needs to be better understood for its implications in attracting women to the Service. More work therefore needs to be done to accurately identify and address the reasons why women do not apply for on-call roles and to be more pro-active in promoting opportunities in local areas.
- 2.17 Appendices C and D set out data from other Fire and Rescue Services who have reported their figures. NFRS is in the second quartile for both the mean average and median pay ranges. Whilst it is difficult to draw direct comparisons between Services due to the difference in the size of services and the impact of the On-call duty system on average earnings, it does act as a useful benchmark.
- 2.18 The gender pay gap figures has been posted onto the national database and on the NFRS website.
- 2.19 Actions to improve upon the gender pay gap will focus on:
- Establishing the reasons why more female fire-fighters do not apply for promotion
  - Reviewing any barriers for women to be appointed to senior roles across all work groups
  - Reviewing the requirements of the On-call duty system to make it more attractive to potential female applicants

- Providing opportunities for women to gain experience in higher level roles
- A mentoring scheme to be introduced to enable women in senior roles within the service to provide advice to women who are interested in development
- Any additional flexible working arrangements that can be put in place.

### **3. FINANCIAL IMPLICATIONS**

There are no direct financial implications arising from the outcomes of the equal pay review or gender pay gap audit.

### **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

The human resources implications are contained within the body of the report.

### **5. EQUALITIES IMPLICATIONS**

The gender pay gap audit is designed to highlight any pay anomalies between male and female pay and therefore has a positive role to play in ensuring that there is no direct or indirect bias in the pay structure which adversely impacts upon gender.

### **6. CRIME AND DISORDER IMPLICATIONS**

There are no crime and disorder implications arising from this report.

### **7. LEGAL IMPLICATIONS**

The requirement for employers to undertake and report on their Gender Pay Gap Audit arises from the Equalities Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

### **8. RISK MANAGEMENT IMPLICATIONS**

- 8.1 The Gender Pay Gap report is a statutory requirement, and the outcomes indicate that there are some gender gaps within the workforce that have created a disparity between men and women's pay. The reasons for this disparity are set out within the report, and action points identified to address the underlying issues that have led to this point.
- 8.2 Whilst it may be difficult to create a situation whereby there is no gender pay gap between men and women in the fire service, due to the lack of female

applicants to operational Fire-fighter roles, there are nevertheless actions that can be taken to improve on the current situation and these are set out within the report.

## **9. COLLABORATION IMPLICATIONS**

There are no collaboration implications arising from this report.

## **10. RECOMMENDATIONS**

That Members note the contents of this report.

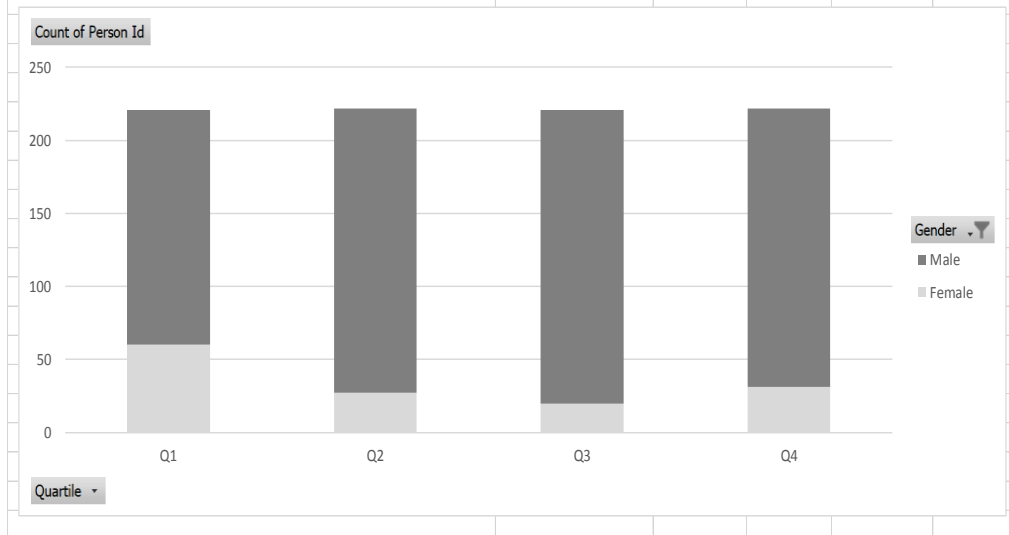
## **11. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

John Buckley  
**CHIEF FIRE OFFICER**

## APPENDIX A

Mean Gender Pay gap in hourly pay (as a percentage of male pay):	7.7%			
Median Gender pay gap in hourly pay (as a percentage of male pay):	6.3%			
Mean bonus gender pay gap:	N/A			
Median bonus gender pay gap:	N/A			
Proportion of males and females receiving a bonus payment:	N/A			
		Q1	Q2	Q3
Proportion of males and females in each quartile:		72.9%	87.8%	91.0%
			Q4	86.0%



## APPENDIX B

Gender	Wholetime	%	Retained	%	Non Uniformed	%	Control	%	Sum:
Male	431	47.89%	247	27.44%	74	8.22%	6	0.67%	<b>758</b>
Female	23	2.56%	11	1.22%	87	9.67%	21	2.33%	<b>142</b>
<b>Sum:</b>	<b>454</b>		<b>258</b>		<b>161</b>		<b>27</b>		<b>900</b>

## Mean Average

Sort by Mean Pay Rate		
Employer	Employer Size	% Difference in hourly rate (Mean)
London Fire & Emergency Planning Authority	5000 to 19,999	-7.7
East Sussex Fire and Rescue Service	500 to 999	-7.3
Staffordshire Fire & Rescue Services	500 to 999	-5.4
Kent Fire & Rescue Service	1000 to 4999	-2.4
Royal Berkshire Fire & Rescue Service	500 to 999	-0.1
Greater Manchester Combined Authority	1000 to 4999	1.9
Avon Fire & Rescue Service	500 to 999	2.6
Lancashire Fire and Rescue Service	1000 to 4999	3.2
Hampshire Fire & Rescue Service	1000 to 4999	4.8
Cleveland Fire Brigade	500 to 999	6.4
Derbyshire Fire & Rescue Service	500 to 999	7.4
<b>Nottinghamshire Fire and Rescue Service</b>	<b>500 to 999</b>	<b>7.7</b>
Shropshire & Wrekin Fire Authority	500 to 999	8
North Wales Fire and Rescue Service	500 to 999	8.9
County Durham and Darlington Fire and Rescue Service	500 to 999	9
North Yorkshire Fire and Rescue Service	500 to 999	10.2
Dorset & Wiltshire Fire & Rescue Service	1000 to 4999	10.4
West Midlands Fire Service	1000 to 4999	10.4
Bedfordshire Fire & Rescue Service	500 to 999	10.6
West Yorkshire Fire and Rescue Service	1000 to 4999	10.7
Merseyside Fire and Rescue Service	500 to 999	11.7
Devon & Somerset Fire & Rescue Service	1000 to 4999	13
Mid & West Wales Fire & Rescue Service	1000 to 4999	13.8
Cambridgeshire Fire & Rescue Service	500 to 999	15.4
Essex County Fire & Rescue Service	1000 to 4999	15.6
Tyne & Wear Fire and Rescue Service	500 to 999	16.5
Buckinghamshire & Milton Keynes Fire Authority	250 to 499	16.6
Humberside Fire & Rescue Service	1000 to 4999	17
South Yorkshire Fire & Rescue	500 to 999	19.9
Cheshire Fire Authority	500 to 999	20.9
Leicestershire Fire and Rescue Service	500 to 999	21.8
Hereford & Worcester Fire & Rescue Service	500 to 999	32.2
South Wales Fire & Rescue Service	Not Provided	

## APPENDIX D

### Median

Sort by Median Pay Rate		
Employer	Employer Size	% Difference in hourly rate (Median)
Staffordshire Fire & Rescue Services	500 to 999	-9
Royal Berkshire Fire & Rescue Service	500 to 999	-8.3
London Fire & Emergency Planning Authority	5000 to 19,999	-4.6
Avon Fire & Rescue Service	500 to 999	0
Greater Manchester Combined Authority	1000 to 4999	1.3
East Sussex Fire and Rescue Service	500 to 999	1.9
County Durham and Darlington Fire and Rescue Service	500 to 999	2.4
Kent Fire & Rescue Service	1000 to 4999	2.6
Derbyshire Fire & Rescue Service	500 to 999	3
North Yorkshire Fire and Rescue Service	500 to 999	3.2
Merseyside Fire and Rescue Service	500 to 999	3.9
Cleveland Fire Brigade	500 to 999	4
West Midlands Fire Service	1000 to 4999	5
Hampshire Fire & Rescue Service	1000 to 4999	5.1
Bedfordshire Fire & Rescue Service	500 to 999	5.3
<b>Nottinghamshire Fire and Rescue Service</b>	<b>500 to 999</b>	<b>6.3</b>
Dorset & Wiltshire Fire & Rescue Service	1000 to 4999	7.1
West Yorkshire Fire and Rescue Service	1000 to 4999	7.5
Shropshire & Wrekin Fire Authority	500 to 999	8
Tyne & Wear Fire and Rescue Service	500 to 999	10.2
South Yorkshire Fire & Rescue	500 to 999	10.3
North Wales Fire and Rescue Service	500 to 999	11.1
Cambridgeshire Fire & Rescue Service	500 to 999	11.3
Buckinghamshire & Milton Keynes Fire Authority	250 to 499	11.8
Essex County Fire & Rescue Service	1000 to 4999	12.6
Devon & Somerset Fire & Rescue Service	1000 to 4999	13.6
Mid & West Wales Fire & Rescue Service	1000 to 4999	14.1
Lancashire Fire and Rescue Service	1000 to 4999	17
Cheshire Fire Authority	500 to 999	17
Humberside Fire & Rescue Service	1000 to 4999	23
Leicestershire Fire and Rescue Service	500 to 999	23.8
Hereford & Worcester Fire & Rescue Service	500 to 999	29.4
South Wales Fire & Rescue Service	Not Provided	

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