



**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:** 04 May 2018

**Purpose of Report:**

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

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## 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 full calendar year review for 2017.

## 2. REPORT

### WORKFORCE PROFILE

- 2.1 Workforce profile information is analysed by work group (wholetime, retained, control, non-uniformed). 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 895 posts in total; 730 substantive operational posts in 2016 and 701 substantive operational posts (not including vacancies) in 2017. The table below provides a snapshot of under-represented groups at the Service in 2016 and 2017.

	2016	2017
<b>Total</b>	<b>923</b>	<b>895</b>
Female (of all firefighters)	3.97% (29 of 730 posts)	4.56% (32 of 701 posts)
BME	3.25 (30)	3.35% (30)
Lesbian, gay or bisexual	1.52% (14)	1.55% (14)
Disabled	4.33% (40)	4.65% (39)

### GENDER

- 2.2 On 31 December 2017, women constituted 15.64% (140) of the workforce. 4.56% (32) of operational roles are occupied by women (two of these women are 'dual-contractors' – occupying whole-time and retained firefighter roles). This is broadly in line with national trends.

### ETHNIC ORIGIN

- 2.3 On 31 December 2017, employees from BME groups constituted 3.35% (30) of the workforce (excluding employees who defined themselves as Irish and White Other). Of these, 22 were employed in operational roles (not including Control).

- 2.4 There is not any reduction or increase during 2017 of BME employees. 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 The black, Asian and minority ethnic community in Nottinghamshire is 11.2% based on the last census. This demonstrates that the organisation still has much to do to address under-representation. The organisation is currently going through a wholetime firefighter recruitment campaign and has undertaken a range of positive action measures. The results of this will be presented to this committee when they become available.

## WORKFORCE BY GRADE AND ROLE

- 2.6 2.4% of Crew and Watch Managers at NFRS are women and 3.1% are middle managers at Station or Group Manager level. All operational Area Managers and Principal Officers are men, although there are two non-operational Area Managers equivalent females within the Strategic Leadership Team. There continues to be very low numbers of people from BME backgrounds in supervisory (2.9%), middle (3.13%) and none in senior operational management positions in the organisation.
- 2.7 Within the non-uniformed workforce there continues to be more women (87) than men employed (79). It should be noted that the gender split is broadly similar from grades 1-7, but men occupy higher numbers of more senior positions (65%). Pay disparity is explored further in the Equal Pay and Gender Pay Gap report.

	Men	Women	BME
Grades 1-4	27 (45%)	33 (55%)	5%
Grades 5-7	39 (45%)	47 (55%)	5.81%
Grades 8-SLSM	13 (65%)	7 (35%)	0%

## DISABILITY

- 2.8 In comparison to 1 January 2017, the number of employees declaring a disability has decreased from 42 to 39 (4.65% of the total workforce).
- 2.9 The declaration of disability remains stable and in line with a reduction in the overall workforce. The declaration rate amongst non-uniformed employees is at 5.39% which is lower than the working age population in the UK that is disabled of approximately 10%. When operational employees are included the figure diminishes to 4.65%. This is due to the fitness, strength and other aspects such as sight and hearing standards of operational roles. It should be noted that as a workforce gets older disability issues are likely to increase.

- 2.10 Disability declaration rates remain relatively low. The Service continues to raise awareness of disability issues including dyslexia and mental health and has recently introduced support mechanisms such as Read and Write Gold software to mainstream support for those with dyslexia or related condition.

## **SEXUAL ORIENTATION**

- 2.11 Declaration rates for employees who are lesbian, gay or bisexual remain similar to 2016. 1.5% 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.

## **AGE**

- 2.12 The table at Appendix C sets out the numbers of employees by age and work group. The figures show that the largest group is those people over 46 years old who make up 39.22% of the workforce. As the typical retirement age is between 50 and 55, this is likely to lead to a high level of turnover over the next ten years, with the associated loss of experience and knowledge. At the other end of the age scale, only 3.35% of all employees are aged 16-25.
- 2.13 The annual Workforce Plan, produced by the Human Resources Department, ensures that the Service has effective succession planning in place to mitigate against this projected turnover.

## **RELIGION**

- 2.14 The table at Appendix D sets out the numbers of employees by religion/faith. 34.19% of the workforce state that they have no religion and 20.61% chose not to specify. The percentage of people not specifying is slightly higher than that for sexual orientation suggesting that trust and privacy may be issues in the declaration of such protected characteristics.

## **STARTERS**

- 2.15 There were 50 starters during 2017. These are set out by employee group in Appendix E.

Of these starters:

- 15 (30%) were female and 35 (70%) were male;
- The majority of appointments were to retained posts (27). Of these, 3 (11.1%) were female;
- 66% appointees defined their ethnic origin as White British and 34% preferred not to declare;
- The majority of new starters were in the age range 26 – 35 (30%).

## LEAVERS

2.16 There were 100 leavers during 2017. These are set out by reason for leaving in Appendix F.

Of these leavers:

- 18 were female (18%) and 82 were male (82%). This is fairly representative of the workforce profile;
- 71 (71%) defined their ethnic origin as White British, 25(25%) preferred not to disclose their ethnic origin;
- The majority of leavers were over 46 years old (56%).

The majority of leavers (51) resigned from the Service, equating to 51% of all leavers. These resignations were mainly split between retained firefighter and non-uniformed roles.

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

## SUPPORT STAFF RECRUITMENT

2.18 The table in Appendix G shows applicant data and success rates for the period from 1 January 2017 – 31 December 2017. Within this period, the Service received 385 applicants in total through recruiting for 18 vacancies.

2.19 Of the 385, 38.7% of applicants were female, 41.27% were shortlisted and 6 (54.55%) of the 11 successful applicants were female.

2.20 The Service received 45 (11.69%) applications from individuals from BME backgrounds, 11 of these were shortlisted for interview, and 2 (18.18%) of these applicants were appointed. This is a positive result given the challenges and low levels of representation discussed above.

2.21 13 (3.38%) applicants who identified as being lesbian, gay or bisexual were received by the Service, two (3.17%) were shortlisted but none were successful at interview. This figure is not disproportionate to the number of applications unsuccessful at shortlisting.

2.22 1 (0.26%) application was received from an individual with a disability, whilst shortlisted for interview this applicant was not successful in being appointed. 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.

2.23 The highest number of applications (129 -32.47%) were under the age of 26 - 35 only 17 (4.42%) applications were received from applicants between the age of 56 – 65 and no applications were received from applicants over 66. However, no disproportionate impacts have been identified from the age data shown below.

## RETAINED RECRUITMENT

- 2.24 The table in Appendix H shows applicant data and success rates for the retained recruitment campaign starting on 17/7/17. Of the 112, 11 (9.82%) of applicants were female, 3 (12%) were shortlisted and 2 (15.38%) appointed. Although numbers remain low, the fact that women made up over 15% of retained appointees is encouraging.
- 2.25 Of the 8 (7.14%) applicants identified as being from a BME background, 1 (4%) was shortlisted and 1 (7.69%) was successful. This is encouraging as it is broadly in line with demographics in the Nottinghamshire area (excluding the City of Nottingham).
- 2.26 The Service received 3 (2.67%) applications from individuals identifying as being lesbian, gay or bisexual, but none were shortlisted.
- 2.27 The highest number of applications (52 46.43%) were between the age of 26 – 35 and only 7 (6.24%) applications were received from individuals over 46 years of age. However, no disproportionate impacts have been identified from the age data.

## CONCLUSIONS

- 2.28 The Service continues to employ low levels of people from BME backgrounds compared to the local population. Positive action messages are always used during firefighter recruitment campaigns but these can have limited impact during retained firefighter campaigns due to the small area being targeted. The Service has delivered a range of positive action measures during 2017 for the 2018 wholetime firefighter campaign and it is hoped that this will prove successful in encouraging a more diverse range of applicants to apply and, ultimately, be successful in attaining a trainee firefighter role.
- 2.29 Wholetime firefighter recruitment is the primary means by which the Service is likely to have a significant impact upon workforce diversity due to the indicated numbers likely to be appointed (24-36 firefighters over 2 years). Due to workforce numbers, Trainee firefighter vacancies do not arise very often and are over-subscribed when campaigns open. A more cohesive community engagement strategy is required in order to maintain messages and relationships with communities both when the Service is recruiting and when it is not.
- 2.30 The Service provided targeted development opportunities for women during 2017 and this will continue during 2018 but unfortunately this has not resulted in promotion within the last year. 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.

- 2.31 Levels of 'Not Stated' or 'Prefer not to Say' remain high in religion/belief (101 people), sexual orientation (91 people) and ethnic origin (61 people). Also, as discussed within this paper, those telling the Service about a disability or whether they are lesbian, gay or bisexual remains low. Awareness-raising and training needs to continue to ensure employees understand the reasons why declaration is so important.

### **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 a significant under-representation of women in operational roles, and of employees from BME backgrounds and who define themselves as LGBT 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 this 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	Retained	Non Uniformed	Control	Total	%
Male	425	244	79	7	755	84.36%
Female	23	9	87	21	140	15.64%
<b>Total</b>	<b>448</b>	<b>253</b>	<b>166</b>	<b>28</b>	<b>895</b>	

Please note – this information is *based upon* posts (895) and not individuals (839).

## APPENDIX B

### Workforce by Ethnic Origin

Ethnic origin	Wholetime	Retained	Non Uniformed	Control	Total	%
BME	17	5	8		30	3.35%
Not Disclosed	25	17	18		61	6.81%
White British	376	215	136	26	753	84.13%
White Irish / White Other	30	15	4	2	51	5.70%

Please note – to protect the identity of those in minority ethnic groups, a classification of BME 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.

Please note, these figures are based on posts (895).

## APPENDIX C

### Workforce Profile by Age

	Wholetime	Retained	Non Uniformed	Control	Total	%
16-25		23	5	2	30	3.35
26-35	88	82	22	8	200	22.34
36-45	152	55	45	4	256	28.60
46 - 55	200	80	63	8	351	39.22
56 – 65	8	13	30	6	57	6.37
+65			1		1	0.11
	448	253	166	28		

Please note, these figures are based on posts (895).

## APPENDIX D

### Workforce by Religious Belief

Religion	Total Number	% Total
Any other religion	4	0.45
Buddhist	9	1.01
Christian (all denominations)	377	42.12
Hindu	1	0.11
Jewish	1	0.11
Muslim	2	0.22
No religion	306	34.19
Not Specified	189	20.61
Other	3	0.34
Sikh	3	0.34

## APPENDIX E

### Starters by Gender and Ethnic Origin

Whole-time figures exclude redeployments from the RDS to Whole-time workforce as a result of redeployment or migration.

	Wholetime	Retained	Control	Non Uniformed	Total	%
<b>Male</b>	1	24	9	1	35	70.00
<b>Female</b>		3	12		15	30.00
<b>BME</b>						
<b>Not disclosed</b>		8	9		17	34.00
<b>White British</b>	1	19	12	1	33	66.00
<b>Age</b>						
<b>17-25</b>		9	4	1	14	28.00
<b>26-35</b>		9	6		15	30.00
<b>36-45</b>	1	7	6		14	28.00
<b>46+</b>		2	5		7	14.00

Please note – to protect the identity of those in small ethnic groups, a classification of BME 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 F

### Reasons for Leaving by Gender, Ethnic Origin and Age

	Resignation	Retirement	Fixed Term	Other	Total	%
<b>Female</b>	11	2	1	4	18	18.00
<b>Male</b>	40	19	3	20	82	82.00
<b>Ethnic Origin</b>						
<b>Not disclosed</b>	6	3	2	14	25	25.00
<b>White British</b>	41	18	2	10	71	71.00
<b>White other</b>	4				4	4.00
<b>Age</b>						
<b>&lt;25</b>	4		1	1	6	6.00
<b>26-35</b>	16		1	5	22	22.00
<b>36-45</b>	14	1		5	20	20.00
<b>46+</b>	17	20	2	13	52	52.00
<b>Prefer not to specify</b>	10	6	2	15	18	18.00
<b>LGB</b>	1				1	1.00
<b>Straight heterosexual</b>	40	15	2	8	65	65.00

Please note – to protect the identity of those in small ethnic groups, a classification of BME 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 G

### Support Staff Recruitment Data

	<b>Application</b>	<b>%</b>	<b>Interview</b>	<b>%</b>	<b>Successful</b>	<b>%</b>	
<b>Total Applicants</b>	385	100	63*	16.36	11*	2.85	
<b>Women</b>	149	38.70	26	41.27	6	54.55	
<b>Men</b>	236	61.30	37	58.73	5	46.45	
<b>Unspecified</b>	2	0.40	0	0	0		
<b>Black and Minority ethnic (BME)</b>	45	11.69	11	17.46	2	18.18	
<b>Sexual Orientation – LGB</b>	13	3.38	2	3.17	0		
<b>Disability</b>	1	0.26	1	1.59	0		
<b>Age</b>	<b>&lt;25</b>	91	23.63	13	20.63	1	9.09
	<b>26 – 35</b>	129	32.47	16	44.44	2	18.18
	<b>36 - 45</b>	74	19.22	18	28.57	4	36.36
	<b>46 - 55</b>	76	19.74	16	44.44	4	36.36
	<b>56 – 65</b>	17	4.42				
	<b>&gt;66</b>						

\*These figures are percentages of the total applications and not the total recruitment stage total

## APPENDIX H

### Recruitment Monitoring (Retained Roles)

		Application	%	Interview	%	Successful	%
<b>Total Applicants</b>		112	100	25	22.32*	13	11.60*
<b>Women</b>		11	9.82	3	12	2	15.38
<b>Men</b>		101	91.28	22	88	11	84.62
<b>Black and Minority ethnic (BME)</b>		8	7.14	1	4	1	7.69
<b>Sexual Orientation – LGB</b>		3	2.67	0		0	0
<b>Disability</b>							
<b>Age</b>	<b>&lt;25</b>	32	28.57	4	16	1	7.69
	<b>26 – 35</b>	52	46.43	11	44	5	38.46
	<b>36 - 45</b>	21	18.75	8	32	6	46.15
	<b>46 - 55</b>	6	5.35	2	8	1	7.69
	<b>56 – 65</b>	1	0.89				
	<b>&gt;66</b>						

The table information is taken from 1 RDS courses. Their application processes began on 17 July 2017.

\*These figures are percentages of the total applications and not the total recruitment stage total