



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

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

EQUALITIES MONITORING

Report of the Chief Fire Officer

Date: 09 November 2018

Purpose of Report:

To provide Members with an update on the breakdown of the workforce by protected characteristic and the work being undertaken 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 six-month period from 1 January – 30 June 2018.

2. REPORT

WORKFORCE PROFILE

- 2.1 Workforce profile information is analysed by work group (whole-time, 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 899 posts in total; 699 substantive operational posts on 1 January 2018 and 710 substantive operational posts (not including vacancies) on 30 June 2018. The table below provides a snapshot of under-represented groups at the Service.

	1 January 2018	30 June 2018
Total	893	899
Female (of all operational)	4.58% (32 of 699 posts)	4.79% (34 of 710 posts)
Black, Asian and Minority Ethnic (BAME)	3.36% (30)	3.56% (32)
Lesbian, gay or bisexual	1.57% (14)	1.55% (14)
Disabled	4.37% (39)	4.23% (38)

GENDER

- 2.2 On 30 June 2018, women constituted 16.13% (145) of the workforce. 4.79% (34) 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. Members should note that the review period does not include female candidates who have been successful in the whole-time recruitment process.

ETHNIC ORIGIN

- 2.3 On 30 June 2018, employees from BAME groups constituted 3.56% (32) 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 In comparison to 1 January 2018 there has been an increase of two BAME staff within the Service's workforce. It should be noted that 60 people have chosen not to define their ethnic origin. The table in Appendix B shows the workforce profile by ethnic origin.
- 2.5 The BAME 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, however it should be noted that the review period does not include BAME candidates who have been successful in the whole-time recruitment process.

WORKFORCE BY GRADE AND ROLE

- 2.6 2.39% of Crew and Watch Managers at NFRS are women and 3.03% 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 (SLT). There continues to be very low numbers of people from BAME backgrounds in supervisory (2.87%), middle (3.03%) and none in senior operational management positions in the organisation.
- 2.7 The Service will be recruiting to senior roles throughout October and November, and to supervisory roles in the early part of 2019, and it is hoped that this will attract applications from a diverse range of applicants. However, the lack of women and BAME candidates is necessarily restricted by an under-representation at a national level and this therefore restricts those eligible to apply for higher roles. If progress can be made in attracting women and BAME applicants for first-line supervisory roles (Crew and Watch Manager) then this will provide a pool of potential talent for future promotion.
- 2.8 Within the non-uniformed workforce there continues to be more women (90) than men employed (72). It should be noted that the gender split is broadly similar from grades 1-7, but men occupy higher numbers of more senior positions (68.42%). Pay disparity is explored further in the Equal Pay and Gender Pay Gap report published in February 2018.

	Men	Women	BAME
Grades 1-4	25	35	3
Grades 5-7	37	55	5
Grades 8+	13	6	0

DISABILITY

- 2.9 In comparison to 1 January 2018, the number of employees declaring a disability has decreased from 39 to 38 (4.23% of the total workforce).
- 2.10 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 5.52% 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 4.23%. 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.

- 2.11 Disability declaration rates remain relatively low. The Service continues to raise awareness of disability issues including dyslexia and mental health and has introduced support mechanisms such as Read and Write Gold software to mainstream support for those with dyslexia or related conditions. The Service will be writing to all employees in the forthcoming months, to ensure there is awareness of how to declare a disability and the support available within the Service

SEXUAL ORIENTATION

- 2.12 Declaration rates for employees who identify as lesbian, gay or bisexual remain at a similar level within the last year. 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, and to address any barriers that may exist.

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 group is those people over 46 years old who make up 38.82% of the workforce. As the current pensionable retirement age for operational personnel in the 1992 pension scheme is between 50 and 55, this is likely to lead to a high level of turnover over the next few years, with the associated loss of experience and knowledge. However, this will be adjusted as the point that the 2015 pension scheme becomes the prevalent pension scheme and the normal retirement age increases to 60. At the other end of the age scale, only 3.34% of all employees are aged 16-25. This is reflective of the relatively low turnover figure.
- 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 projected turnover.

RELIGION

- 2.15 The table at Appendix D sets out the numbers of employees by religion/faith. 36.59% of the workforce state that they have no religion and 18.91% chose not to specify. The percentage of people not specifying is broadly similar to that for sexual orientation suggesting that trust and privacy may be issues in the declaration of such protected characteristics.

GENDER IDENTITY

- 2.16 In July, the Service started to monitor gender identity and gender reassignment. Declaration is voluntary and, to date, only 4.22% of employees have provided gender reassignment data and 6.77% 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 30 starters from 1 January – 30 June 2018.

Of these starters:

- 23.33% (7) were female and 76.67% (23) were male;
- The majority of appointments were to retained roles (22). Of these, 6.67% (2) were female;
- 6.67% (2) of appointees were from a BAME background, 83.33% (25) defined their ethnic origin as White British and 10% (3) preferred not to declare
- The majority of new starters were in the age range 36 – 45 (33.33%).

LEAVERS

2.18 There were 43 leavers from 1 January – 30 June 2018.

Of these leavers:

- Four were female (9.3%) and 39 were male (90.70%). This is fairly representative of the workforce profile;
- 35 (81.4%) defined their ethnic origin as White British, 6 (13.95%) preferred not to disclose their ethnic origin;
- The majority of leavers were over 46 years old (41.86%)
- The majority of leavers (24) resigned from the Service, equating to 55.81% of all leavers.

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

SUPPORT STAFF RECRUITMENT

2.19 The analysis below, describes applicant data and success rates for the period from 1 January 2018 – 30 June 2018. Within this period, the Service received 15 applicants in total through recruiting for two vacancies.

2.20 Of these applications, 13.33% of applicants were female and 86.67% were male, one female applicant and one male were appointed.

2.21 No applications were received from individuals from BAME backgrounds, or identifying as having a disability. Whilst this is a concern, it is noted only two vacancies have been recruited to, the Service continues to target vacancies at BAME groups and to guarantees applicants with a disability an interview providing they meet the essential criteria if they opt into being assessed under the guaranteed interview scheme.

2.22 The majority of applications nine (60%) were received from applicants under the age of 25 only and no applications were received from individuals over 45. However, no disproportionate impacts have been identified from the age data shown below.

RETAINED RECRUITMENT

- 2.23 The following analysis describes applicant data and success rates for the retained recruitment campaign starting October 2017. Of the 53, 6 (11.32%) of applicants were female, however within this campaign none were shortlisted. These applications will be reviewed to assess the reasons for this.
- 2.24 Of the 6 (11.32%) applicants identified as being from a BAME background, 0 were shortlisted. These applications will be reviewed to assess the reasons for this. The Service continues to use a diverse range of role models within its recruitment campaigns to target its recruitment at BAME communities.
- 2.25 The highest number of applications 69.57% were between the age of 26 – 35 and only 5.66% of applications 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

- 2.26 The Service undertook a whole-time firefighter recruitment process in between March and July 2018, and the first cohort of trainee firefighters have commenced initial training in September. Subsequent training courses are planned for January and September 2019. In total, 44 appointments were made from this process.
- 2.27 Significant resources were committed to implementing a package of positive action measures 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. Further information about this are contained within a separate report.

CONCLUSIONS

- 2.28 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 is fairly limited. Support staff vacancies are also marketed at underrepresented groups through targeted advertising.
- 2.29 To improve diversity, a more cohesive community engagement strategy is being developed to maintain messages and relationships with communities both when the Service is recruiting and when it is not. 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.
- 2.30 The Service continues to provide targeted development opportunities for women. The Aspiring Leaders Programme, Springboard and Future Leaders Programme (multi-agency) are some of the targeted courses used by NFRS

which are aimed at encouraging a more diverse range of employees to consider future promotion opportunities. This is a long-term strategy to build confidence and experience to develop the skills needed to take on higher level roles.

- 2.31 Levels of 'Not Stated' or 'Prefer not to Say' remain a concern in religion/belief (18.91% of people), sexual orientation (16.13% of people) and ethnic origin (5.56% of people). Also, as discussed within this paper, those declaring a disability remains low. Awareness-raising and training needs to continue to ensure employees understand the reasons why declaration is so important and are confident to do so.

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 BAME 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 as 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

As a public-sector organisation, there is an expectation that the Service will promote equality and be representative of the community that it serves. The Service is committed to non-discriminatory practice in both recruitment and employment and actively seeks to improve the diversity of its workforce through positive action and promotion where there is under-representation within the workforce. This represents a challenge, given the relatively low level of staff turnover.

9. COLLABORATION IMPLICATIONS

The Service attends community engagement events in collaboration with Nottinghamshire Police and works as a key stakeholder on the steering group for the Future Leaders of Nottingham leadership programme. 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 delivering a more diverse workforce.

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

None.

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CHIEF FIRE OFFICER

APPENDIX A

WORKFORCE BY GENDER

Gender	Wholetime	Retained	Non Uniformed	Control	Total	%
Male	426	250	72	6	754	83.87%
Female	23	11	90	21	145	16.13%
Total	449	261	162	27	899	

APPENDIX B

WORKFORCE BY ETHNIC ORIGIN

Ethnic origin	Wholetime	Retained	Non Uniformed	Control	Total	%
BAME	17	5	10	0	32	3.56%
Not Disclosed	25	15	20	0	60	6.67%
White British / White Irish / White Other	407	231	132	27	80	89.77%
	449	261	162	27	899	

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

	Wholetime	Retained	Non Uniformed	Control	Total	%
16 - 25	*	22	*	*	30	3.34%
26 - 35	89	84	20	6	199	22.14%
36 - 45	150	63	38	6	257	28.59%
46 - 55	199	79	63	8	349	38.82%
56+	10	13	35	6	63	7.11%

*Figures have been removed for anonymity purposes.

WORKFORCE BY RELIGIOUS BELIEF

Religion	Total Number	% Total
Any other religion	6	0.67%
Buddhist	9	1.00%
Christian (all denominations)	374	41.60%
No religion	329	36.59%
Not Specified	170	18.91%
Other	14	1.21%

Please note, these figures are based on posts (899).