



**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:** 24 January 2020

**Purpose of Report:**

To provide Members with an update on the breakdown of the workforce by protected characteristic between 1 January and 31 December 2019 and the work being done to improve diversity at Nottinghamshire Fire and Rescue Service.

**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.

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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 one year period from 1 January – 31 December 2019. Please note this data was taken on 10 December 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, 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 856 employees in total; of which there are 701 operational employees (not including vacancies) on 31 December 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	December 2019
<b>Total</b>	<b>893</b>	<b>899</b>	<b>902</b>	<b>894</b>	<b>856</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)	8.00% (36 of 450 posts)
Black, Asian and Minority Ethnic (BAME)	3.36% (30)	3.56% (32)	3.99% (36)	4.25% (38)	4.67% (40)
Lesbian, gay or bisexual	1.57% (14)	1.56% (14)	1.22% (11)	1.34% (12)	1.4% (12)
Disabled	4.37% (39)	4.23% (38)	4.21% (38)	4.25% (38)	4.32 (37)

## GENDER

- 2.2 On 31 December 2019, women constituted 15.54% (133) of the total workforce. Of these, 43 women are employed in operational roles (including management roles), which represents 6.13% of operational roles undertaken.

## ETHNIC ORIGIN

- 2.3 On 31 December, employees from BAME groups constituted 4.67% (40) of the workforce (excluding employees who defined themselves as Irish and White other). Of these, 24 were employed in operational roles (not including Control).
- 2.4 In comparison to 31 December 2018 there has been an increase in BAME staff employed by the Service from 3.99% (36) to 4.67% (40). It should be noted that 22 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 2.84% (6) of Crew and Watch Managers at NFRS are women and 3.23% (1) are middle managers at Station or Group Manager level. As at 31 December 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 3.32% (7) and middle 3.23% (1) management roles, and none in senior operational management positions, in the Service.
- 2.8 Within the support workforce there continues to be more women (90) than men employed (65). However, it should be noted men occupy higher numbers of senior organisational positions (58.82%) than women.

	Men	Women	BAME
Grades 1-4	20	33	3
Grades 5-7	34	47	7
Grades 8-SLSM	10	7	0
Apprentice	1	3	0

## **DISABILITY**

- 2.9 The number of employees declaring a disability on 31 December is 37 people (4.32%) of the total workforce.
- 2.10 The declaration rate amongst support employees is at 7.10% 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 4.32%. 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 slightly increased within the last year. 1.4% (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.

## **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 – 55 years old who make up 34.70% (297) 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, 3.86% (33) 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. 37.97% (325) of the workforce state that they have no religion and 18.34% (157) chose not to specify. The highest number of employees specify their religion as Christian 40.54% (347). 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 re-assignment. Declaration is voluntary and, to date, only 10.14% (87) of employees have provided gender reassignment data and 6.43% (54) 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 53 starters from 1 January – 31 December 2019.

Of these starters:

- 35.85% (19) were female and 64.15% (34) were male;
- The majority of appointments were to whole-time posts 37.74% (20). Of these, 35% (7) were female;
- 75.47% (40) appointees defined their ethnic origin as White British, 7.55% (4) of appointees were from a BME background and 16.98% (9) preferred not to declare;
- The majority of new starters 43.40% (23) were in the age range 26 – 35.

The on-boarding process will be reviewed in order to ensure that equalities monitoring information is being captured.

## **LEAVERS**

2.18 There were 106 leavers from 1 January – 31 December 2019.

Of these leavers:

- 34.91% (37) were female and 65.09% (69) were male. Although the numbers of women leaving (due to the transfer of Control staff) is high, this is balanced out by the proportion of women starting outlined above;
- 82.08% (87) defined their ethnic origin as White British, 3.77% (4) leaver described their ethnic origin as White Other and 14.15% (15) preferred not to disclose their ethnic origin;
- The majority of leavers 59.43% (63) were over 46 years old.

2.19 It is important to note 22 of these leavers were from Control and were transferred across to Derbyshire Fire and Rescue Service as a part of the joint control project. 15 of these leavers opted to take redundancy from Derbyshire Fire and Rescue Service after moving across.

- 2.20 These figures indicate that there is no specific gender or ethnic origin issues relating to retention levels. The transfer of Control staff may have an impact on the gender pay gap at NFRS.

## **SUPPORT STAFF RECRUITMENT**

- 2.21 From 1 January – 31 December 2019 the Service received 140 applicants in total for 13 vacancies. One vacancy was not filled, as there were no successful applicants.
- 2.22 35% (49) of all applicants were female and 65% (91) were male, 37.93% (22) of shortlisted applicants were female and 62.06% (36) were male, 41.66% (5) of appointed applicants were female and 58.33% (7) were male; compared to the proportion of applications made, women have fared better than men through the recruitment processes.
- 2.23 The Service received 7.86% (11) of applications from individuals from BAME backgrounds and 3.57% (2) of shortlisted applicants identified as BAME, but none were appointed. 83.33 % (10) of successful applicants identified as White British and 16.66% (2) identified as White Irish.
- 2.24 5.71% (8) of applications received by the Service, were from applicants who identified as being LGBT, 5.17% (3) 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, attends events such as Nottingham Pride and advertises in a range of media to promote its vacancies to the widest range of potential applicants.
- 2.25 The Service received 8.57% (12) of applicants identifying as having a disability, 10.34% (6) of shortlisted applicants identified as having a disability and 8.33% (1) of applicants appointed applicants identified 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.
- 2.26 The highest number of applications 34.29% (48) 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.
- 2.27 It should be noted that all applicants are interviewed and appointed according to merit. However, a review of support staff recruitment processes will be undertaken to ensure process has been followed correctly and fairly.

## **ON-CALL RECRUITMENT**

- 2.28 The Service received 98 applicants for two recruitment campaigns for on-call firefighters during the period of 1 January 2019 – 31 December 2019. Of the 98 applicants for on-call roles, 15.30% (15) of applicants were female, 20.34% (12) were shortlisted and 28.57% (2) were appointed.

- 2.29 3.06% (3) of applications received were from individual(s) identifying as BAME, none who was subsequently successful in their application. 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.
- 2.30 The highest number of applications (36) 36.73% were aged <25 and only 1.02% (1) application were received from individuals over 56 years of age. However, no disproportionate impacts have been identified from the age data.

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

- 2.31 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.
- 2.32 A package of positive action measures were 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.
- 2.33 Further information regarding the wholetime recruitment process and associated positive action were reported to Human Resources Committee in November 2018 and the relevant report can be found [here](#) or on the Nottingham City Council website.
- 2.34 Of the 20 wholetime starters who began their employment with the Service during 1 January – 31 December 2019, 35% (7) were female and 65% (17) were male. 15% (3) identified as being from a BME background and 80% (16) identified as being White British.

### **CONCLUSION**

- 2.35 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. It should be noted that the majority of vacancies are for on-call roles, and these are very specific to location, which can reduce the impact on diversity in terms of ethnic background. Support staff vacancies are also marketed at under-represented groups through targeted advertising. It should be noted from the data presented in this report that the workforce is becoming gradually more representative.
- 2.36 Representation in terms of gender also stands out as women are clearly under-represented in operational roles, similarly to BAME employees this is gradually changing with the use of positive action measures.

- 2.37 As can be noted from the last wholetime recruitment campaign, targeted positive action, using a range of awareness events, mentoring and fitness/strength development activities has previously helped to lead to positive diversity figures and such measures will be used within the Services future campaigns.
- 2.38 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.
- 2.39 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.
- 2.40 Levels of 'Not Stated' or 'Prefer not to Say' remain relatively high in religion/belief 16.28% of people and sexual orientation 13.34% 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 linked 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	Total	%
Male	412	246	65	723	84.46%
Female	32	11	90	133	15.54%
Total	444	257	155	856	

## APPENDIX B

### Workforce by Ethnic Origin

Ethnic Origin	Wholetime	On-Call	Support	Total	%
BAME	24	6	10	40	4.67%
Not declared	22	15	20	41	4.79%
White British	370	223	121	714	83.41%
White Irish / White Other	28	13	4	45	5.26%
Total	444	257	155	16	1.87%
				856	

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

Age	Wholetime	On-call	Support	Total	%
16-25	5	21	7	33	3.86%
26-35	86	84	19	189	22.08%
36-45	164	67	36	267	31.19%
46 - 55	170	69	58	297	34.70%
56 – 65	19	16	32	67	7.83%
+65			3	3	0.35%
Total	444	257	155	856	

## APPENDIX D

### Workforce by Religious Belief

Religion	Total Number	% Total
Any other Religion	6	0.70%
Buddhist	8	0.93%
Christian (all denominations)	347	40.54%
Hindu	1	0.12%
Jewish	1	0.12%
Muslim	3	0.35%
No religion	325	37.97%
Not Specified	157	18.34%
Other	5	0.58%
Sikh	3	0.35%
<b>Total</b>	<b>856</b>	

## APPENDIX E

### Starters by Gender and Ethnic Origin

Gender	Wholetime	Retained	Non Uniformed	Total	%
Female	7	2	10	19	35.85%
Male	13	15	6	34	64.15%
<b>Total</b>	<b>20</b>	<b>17</b>	<b>16</b>	<b>53</b>	
White British	16	14	10	40	75.47
BAME	3	1		4	7.55
Not disclosed	1	2	6	9	16.98
<b>Age</b>					
17-25	3	3	4	10	18.87%
26-35	13	8	2	23	43.40%
36-45	4	5	4	13	24.53%
46+		1	6	7	13.21%
<b>Total</b>	<b>20</b>	<b>17</b>	<b>16</b>	<b>53</b>	

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

Gender	Resignation	Retirement	Fixed Term	Other	Total	%
<b>Female</b>	13	2	0	22	37	34.91%
<b>Male</b>	29	29	2	9	69	65.09%
<b>Total</b>	42	31	2	31	106	
<b>BAME</b>	0	0	0	0	0	0
<b>Not disclosed</b>	12	2	1		15	14.15%
<b>White British</b>	29	28	1	29	87	82.08%
<b>White other</b>	1	1		2	4	3.77%
<b>Total</b>	42	31	2	31	106	
<b>Age</b>						
<b>&lt;25</b>	2	0	0	0	2	1.89%
<b>26-35</b>	13	0	0	5	18	16.98%
<b>36-45</b>	12	0	1	10	23	21.70%
<b>46+</b>	15	31	1	16	63	59.43%
	42	31	2	31	106	
<b>Prefer not to specify</b>	14	6	1	7	28	16.98%
<b>Straight heterosexual</b>	28	25	1	24	78	73.58%

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.