



# Annual Equality Data Report January 2016 Draft

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## Contents

Consultation	3
Introduction and Equality Developments in 2015	4
<b>Workforce Data</b>	
Age	6
Disability	7
Reasonable Adjustments	8
Ethnicity	9
Religion and Belief	10
Gender	11
Gender Reassignment	12
Pregnancy and Maternity	13
Sexual Orientation	14
Pay Comparisons by Protected Characteristic	15
Grievances and Dismissals	19
Applications for Flexible Working and Success Rates	19
Authority Members	19
Recruitment and Actual Promotion	19
Uptake of Training and Promotion Opportunities	20
Leavers from the Organisation	22
<b>Service User Data</b>	
After The Incident Survey (Domestic)	25
Complaints	25
Fire Safety Visits	25
Prevention and Education Home Safety Check Visits	26
Community Engagement	27

## Consultation

We welcome the views of our Members, employees, communities and partners regarding our equality data and information. Your comments are important to us and will help us to shape future equality priorities.

To feedback your comments, or request this report in a different format or language, please contact our Equality Coordinator, Les Platt before Friday 26 February 2016. Contact details are as follows:

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## Introduction

This Equality Data Report provides equality data and information about our employees and the people who we provide a service to in Tyne and Wear. Findings enable us to identify equality priorities and development areas which in turn inform our equality objectives.

This report also helps us to ensure we are meeting the requirements of the Equality Act 2010 and the Public Sector Equality Duty (PSED) which require us to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity for people with protected characteristics; and
- foster good relations between people who have a protected characteristic and those who do not.

Public authorities covered by the PSED are required to publish information to demonstrate their compliance with the equality duty. Following the introduction of the Equality Act, public bodies had to do this by 31 January 2012 and annually thereafter.

Data and information has been collated for the period 1 January to 31 December 2015 and comparisons have been made to the previous year.

It is important to note that Tyne & Wear Fire and Rescue Service's progressive approach to equality and inclusion is not solely measured by equality data. Factors such as organisational change, emerging equality themes, restrictions on recruitment and promotion can make it difficult to compare data year on year and achieve a true picture of our performance.

## Equality Developments in 2015

Although there were only relatively small changes in 2015 to our equality data, there have been some subtle developments during the course of the year that has influenced these changes. These have included the recruitment of twenty new firefighters to the Service through inter-service transfers and the introduction of fifteen fixed-term contracts to agency staff currently filling existing substantive posts. These changes have been successfully delivered through the Authority's dedicated HR Plan. The focus of the plan is to ensure that the restructure of the organisation is fair, appropriate and balanced. Our commitment to equality and diversity and the PSED is central to our core values.

Whilst general recruitment to permanent positions remains frozen in line with the HR Plan, we have continued the process of improving the understanding of our employees from an equality perspective. Amongst a number of new initiatives, we carried out research into employee attitudes towards under-representation in the workplace which reported early in the year and our first equal pay review, both of which were conducted independently.

Equal pay is now firmly part of the government equalities agenda to address gender and other pay gaps in the UK. Our transparency on this issue underlines our

commitment to equal treatment for employees regardless of personal characteristic and ensures the Service remains at the forefront of equality best practice. The Fire Authority differs from many areas of local government as, in meeting the emergency response needs of our communities; some operational roles require additional on-call and response arrangements, in addition to management duties. Such roles attract an additional flexible duty allowance, with the core managerial elements providing remuneration at the same level for equal work.

The year also saw the introduction of two new employee networks; Gender and BME. These joined our well established Disability and LGBT networks, reinforcing our ongoing commitment to greater staff involvement in the decision making process and further increasing personal development opportunities.

A new employee census was carried out during the year. This provided us with updated equality data from which we will be able to make further progress in achieving our equality objectives, develop a better understanding of our workforce

In 2013 we were awarded the 'Excellent' level of the Fire and Rescue Service Equality Framework (FRSEF), the highest available status. During the summer of 2016 we will undergo an assessment for re-accreditation to the Framework, which will enable us to measure our progress on equality and inclusion over the past three years. The process will allow us to focus on our equality outcomes, challenge us to improve upon an already impressive body of achievement in this field and will help to shape our priorities going forwards.

The Fire Authority, strategic leaders, managers and employees value diversity across our communities and within the Service. We remain wholly committed to ensuring equality of opportunity, fairness and respect remain at our core as we pursue our vision to create the safest community.

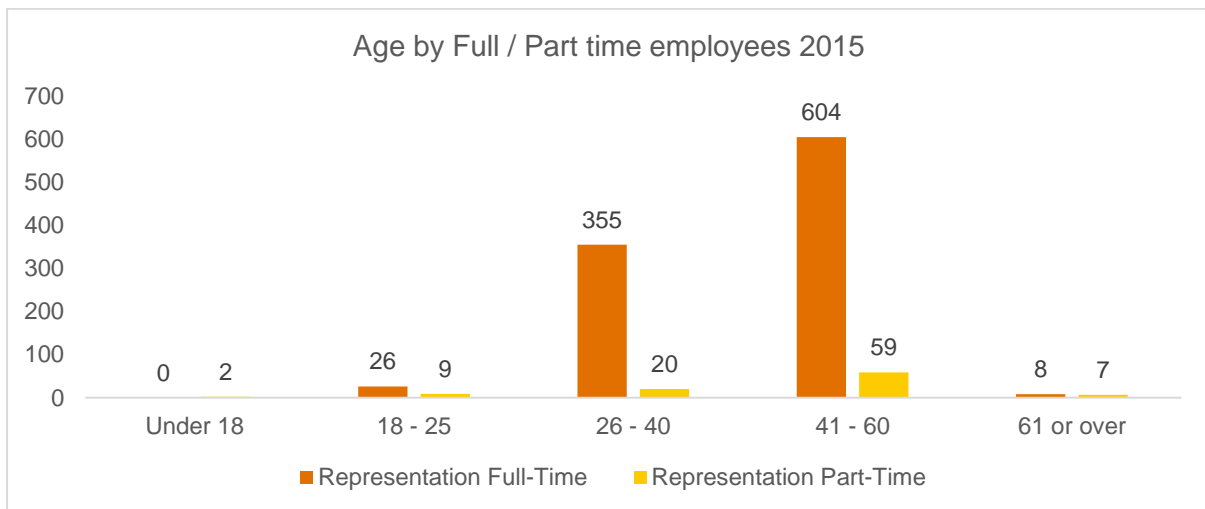
## Workforce Data

### Data Sources

In compiling this report the Fire Authority have used both total approved head count (1051) and total workforce including volunteers (1087) as the baseline comparator. Some employees work in more than one role through job share or other flexible working arrangements which presents marginal variations in the data set.

Staff profile broken down by protected characteristic:

### Age



### What does this data tell us?

The data above is a combination of the number of people who have declared their age and also new employees to the Service. Figures in brackets relate to 2014.

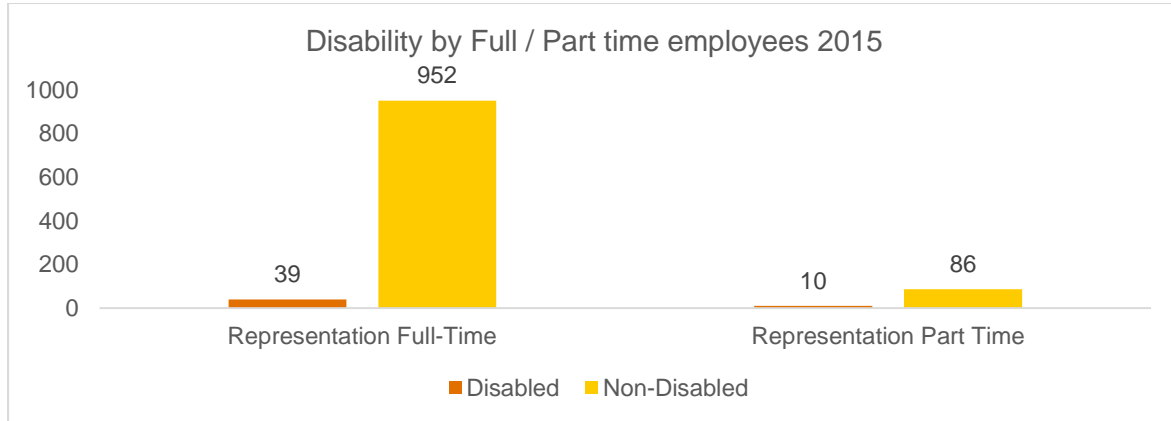
- 60.82% (60%) of employees fell within the 41-60 age range. When combined with the 61 or over age range, this totals 62.2 % (61.8%) of all employees
- 34% (35%) of employees fell within the 26-40 age
- Employees in the younger age categories, 18-25 and under 18, comprised 3.39% (3.4%) of the workforce

### What are we doing or going to do as a result?

The year continued the gradual trend towards an older workforce. Changes to pension provisions and people choosing to work beyond retirement age have slowly increased the numbers of staff in the oldest age group ranges which, when combined with the recruitment freeze, will result in this remaining the trend in the coming years. The experience, knowledge and skills of these employees are valued and opportunities for further development encouraged.

We continue to be proactive in promoting ourselves as a prospective employer to young people to support long-term balance to the age profile of our workforce. Programmes such as the Young Firefighters Association and Ignite may provide opportunities for young people to consider applying for our apprenticeship programmes, which are currently evolving. We also continue to offer work experience placements. We also encourage older workers with valuable skills and experience to continue to work with us, should they wish to do so.

**Disability**



**What does this data tell us?**

The data above is a combination of the number of people who have declared their disability and also new employees to the Service. Figures in brackets relate to 2014.

- 3.93% (3.29%) of full-time employees have a disability
- 10.41% (10.71%) of part-time workers of employees have a disability

Of our employees who have a disability this is broken down into the following categories:

Type of Disability	% of Employees 2014	% of Employees 2015
Physical	27	47
Learning/Mental health	5	24
Disability (not specified)	68	29

There has been an increase in the number of full-time employees declaring a disability and a significant rise in the percentage specifying its nature. The introduction of a new staff census in 2015 has enabled a data refresh to provide more detailed personal information.

**What are we doing or going to do as a result?**

Performance in the employment of disabled workers remains higher than the national average for the Fire and Rescue Service in England, where less than 1.5%

of staff declared a disability. (Communities and Local Government Fire and Rescue Service Equality and Diversity Report, 2009).

We continued to demonstrate our commitment to disability by renewing the Two Ticks Disability Accreditation.

Our Disability Network Group promotes disability equality and inclusion in the workplace. It raises awareness of disability issues across the workforce, fulfils an advisory role for the organisation in terms of disability legislation and best practice, as well as supporting employees with a disability or those with caring responsibilities for family members.

We became the first Fire and Rescue Service in the country to be part of the Local Authority Mental Health Challenge; with Cllr David Stockdale nominated as our Mental Health Challenge Member Champion. The Challenge is designed to help authorities understand the impact of mental health issues within their local communities, improve the mental health of people and tackle entrenched inequalities in health.

The Blue Light Time to Change Programme is a programme that provides mental health support for emergency service staff and volunteers across England. It has been developed by the mental health charity MIND in association with ambulance, fire and police services. The Authority has fully signed up to the programme, which encourages employees to talk about mental health in a more open way with their co-workers and to tackle stigma and discrimination in the workplace.

### **Reasonable Adjustments**

Last year our Occupational Health team facilitated 37 'Altered Duties and Phased Return to Work' reasonable adjustment assessments, to support employees. Our experienced Occupational Health professionals take a proactive approach to reasonable adjustments, with each individual assessed on a case by case basis and bespoke support provided.

### **Ethnicity**

<b>Ethnicity</b>	<b>Full-Time (2014)</b>	<b>Part-Time (2014)</b>	<b>Full-Time (2015)</b>	<b>Part-Time (2015)</b>
Asian or Asian British - Bangladeshi	2	0	1	0
Asian or Asian British - Indian	2	0	2	0
Asian or Asian British - Pakistani	1	1	1	1
Asian or Asian British - Other Asian	3	0	3	0
Black or Black British - African	2	2	1	3
Black or Black British - Caribbean	1	0	1	0
Black or Black British - Other Black	2	0	0	0
Chinese or Other Ethnic Group - Chinese	0	0	0	0
Mixed - White and Asian	8	0	7	0
Mixed - White and Black Caribbean	2	0	2	0
Mixed White/Black African	0	1	1	1
Mixed other	0	1	2	1
White - British	1022	73	954	86
White - Irish	1	1	0	1



White - Other white	11	3	10	2
Not Stated	4	2	6	1
<b>Total</b>	<b>1061</b>	<b>84</b>	<b>991</b>	<b>96</b>

**What does this data tell us?**

The data above is a combination of the number of people who have declared their ethnicity and also new employees to the Service. Figures in brackets relate to 2014.

- 3.67% (3.84%) of all employees were from a minority ethnic background. This is comparable to 4% nationally in the Fire and Rescue Service in England (Fire and Rescue Operational Statistics for England March 2015).
- 3.12% (3.29%) of minority ethnic employees were full-time compared to 9.37% (10.71%) part-time.

The overall percentage of minority ethnic employees showed a very small decrease in 2015. This is due to a slightly higher proportion of people from a minority ethnic background leaving the organisation in 2015 (2.97% of all leavers) compared to the previous year (2.32%).

**What are we doing or going to do as a result?**

We remain committed to increasing the number of minority ethnic employees in our employment. Our Community Safety Advocates speak a range of languages and work with minority ethnic groups and individuals in the local community on a day to day basis to promote fire safety and our Service as prospective employer.

We are corporate members of the Asian Fire Service Association (AFSA). This enables us to access advice and support for our employees and our minority ethnic population. In May 2015 TWFRS hosted the national AFSA Charity Dinner and Development Day which provided opportunities for the exchange of ideas, debate and the professional development of our AFSA members and other employees.

We are pleased to report that following the success of four employees receiving an AFSA Diversity Award in 2014, recognition for the positive work of other key staff continued in 2015 when a member of our Community Safety Advocate team received a One Voice Community Award for outstanding engagement work in the Sunderland district.

An important development was the establishment of a new BME staff network. This group will help with initiatives associated with race equality, look at ways we can further increase minority ethnic representation across our workforce and how we can improve community engagement activity with some of our harder to reach communities.

## Religion and Belief

Religion and Belief	Full-Time (2014)	Part-Time (2014)	Full-Time (2015)	Part-Time (2015)
Agnostic	7	2	8	2
Atheism	15	0	21	1
Buddhism	3	0	4	0
Catholicism	59	6	58	7
Christadelphian	1	0	1	0
Christianity	420	30	389	25
Hinduism	1	0	1	0
Humanism	1	0	2	0
Islam	2	1	2	1
Judaism	0	0	0	0
Jedi	6	0	6	0
Latter-day saint	0	0	1	0
Methodist	5	0	3	0
Pagan	0	0	2	0
Rastafarianism	1	0	1	0
Other	0	0	0	0
No Religion or Belief	306	10	284	14
Not Stated	138	30	129	44
Unknown	96	5	79	2
<b>Total</b>	<b>1061</b>	<b>84</b>	<b>991</b>	<b>96</b>

### What does this data tell us?

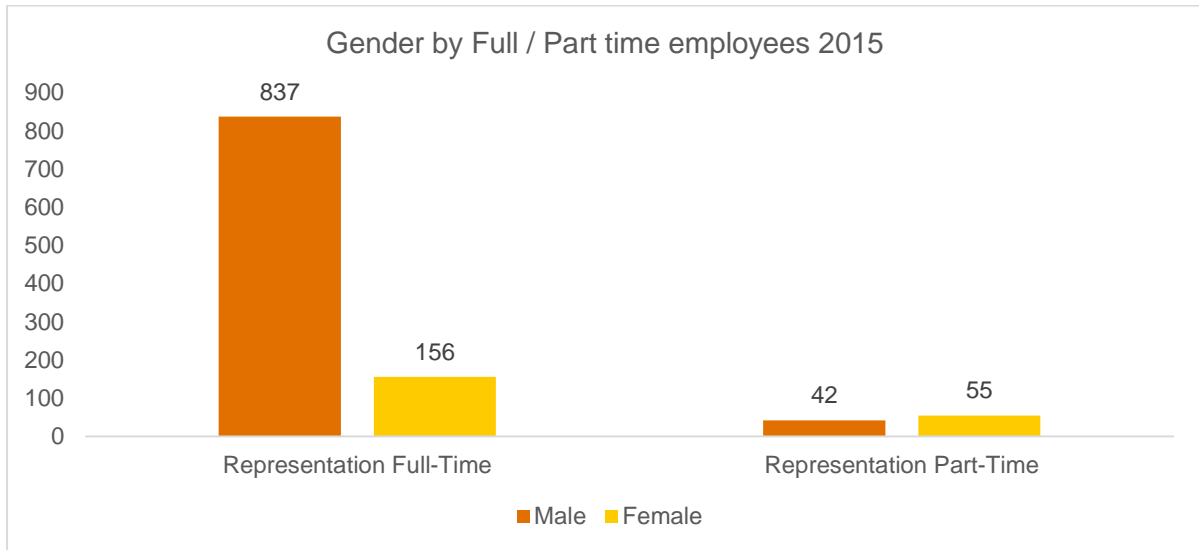
By improving our employee census, we continue to enhance our understanding of the religions and beliefs of our employees including those who have no religion or belief, a group that now makes 36% of our workforce who have declared their religion or belief.

### What are we doing or going to do as a result?

Recording the religious preferences and beliefs of our employees enables us to take account of the individual requirements of our employees when developing our policies and procedures. Improved equality impact assessment procedures will be introduced in 2016 which will enable us to better understand how our decisions and policies affect employees and our communities.

We will continue to engage with our communities and raise awareness of religion and belief among our employees. We will do this through a range of engagement activities and through regular staff. This will help to enhance mutual understanding and respect for our diverse communities.

**Gender**



**What does this data tell us?**

The data above is a combination of the number of people who have declared their gender and also new employees to the Service. Figures in brackets relate to 2014

- 19.35% (18.37%) of our workforce are women, an increase of just under 1% from 2014.
- The percentage of men in our workforce 80.65%, is just under 2% less compared to 2014 (82.55%)

These changes can be attributed to a number of factors, the most significant being the higher proportion of men leaving the Service through retirement.

**What are we doing or going to do as a result?**

It is positive to note that our performance in relation to the number of women we employ remains significantly higher than the national average of 14% in the whole of the Fire and Rescue workforce (Fire and Rescue Operational Statistics for England March 2015).

We continue to work closely with the Fire Brigades Union Women’s section, which are represented on our Equality Committee and with Women in the Fire Service UK, an organisation which encourages the recruitment, retention, development and progression of women within fire and rescue services.

The formation of a Gender Staff Network was an important development in 2015. Its aim is to advance gender equality in the Service, raise awareness of key issues, support the decision making process and develop the knowledge and skills of its members. The network has a standing agenda item at Equality Committee, ensuring it is able to make the case for gender equality in the Service at a strategic level.

An independent Equal Pay Review was carried out during the year. Equal pay reviews consider the equality impact of our pay and reward practices and compares the pay of men and women doing equal work. We will work to consistently apply good employment and pay practices and remove any perceived barriers to progression for all employees. Further information on the Equal Pay Review can be found in the pay comparisons by protected characteristic section of this report.

Findings from our independent research into employee attitudes towards under-representation were reported. This revealed that employees welcomed the positive workplace environment and culture and valued the good work-life balance that this brings. This was the case for both women and men as traditional gender roles, such as caring responsibilities, are more increasingly shared. We aim to build on the research findings and look to extend personal choice where operational circumstances allow.

We are committed to increasing the number of women in our employment, specifically in relation to operational roles where there is a greater under-representation of women occupying posts. Our positive action campaign will be re-launched when there is a requirement to commence firefighter recruitment to assist us in achieving greater gender diversity.

**Gender Reassignment**

We are unable to publish specific staff data to ensure anonymity. Transgender staff have continued however to assist us in developing our policies, procedures and training in conjunction with our LGBT and Gender Staff Network Groups.

Following our review of existing transgender procedures and gender reassignment guidance, a new transgender policy and revised guidance was introduced in 2015. This supports information in other Service policies such as the Equality and Diversity Policy and Dignity at Work Policy.

We continue to offer transgender awareness training for our staff. We have provided opportunities for employees, including members of the LGBT Network Group, to attend specialist transgender training delivered by the LGBT charity Stonewall in order to gain a more in-depth understanding of transgender issues.

**Pregnancy and Maternity**

<b>Pregnancy and Maternity</b>	<b>Full-time (2014)</b>	<b>Part-time (2014)</b>	<b>Full-Time (2015)</b>	<b>Part-Time (2015)</b>
Number expected to return	9	0	7	1
<b>Total number returned</b>	<b>9</b>	<b>0</b>	<b>7</b>	<b>1</b>

All employees have either returned to work or we plan for them to return to work upon completion of their maternity leave.

**What does this data tell us?**

For the fifth consecutive year of compiling this data, 100% of women who have taken maternity leave within the reporting period have returned to their respective roles. This is a positive statistic which can be attributed to our work-life balance policies and flexible working options available to employees

**What are we doing or going to do as a result?**

In 2015 we carried out an independent maternity pay review. This involved a comparative study into maternity pay in fire and rescue services nationally which enabled broad comparisons to be made. The findings showed that TWFRS is more generous than some in terms of maternity pay but less so than several others. As a result of this research we improved our maternity pay entitlement during 2015; demonstrating our commitment to continuous improvement in equality and inclusion in the workplace.

We introduced a new Shared Parental Leave Policy in 2015. Shared Parental Leave enables eligible mothers, fathers, partners and adopters to choose how to share time off work after their child is born or placed for adoption. The policy allows parents more flexibility in how to share the care of their child in the first year following birth or adoption, providing a wider range of options for women and men in managing the demands of both home and the workplace.

The Gender Staff Network will act as an additional support mechanism for pregnant employees and new parents. It will also assist us in further developing and challenging related policies and procedures.

**Sexual Orientation**

<b>Sexual Orientation</b>	<b>% Full-Time (2014)</b>	<b>% Part-Time (2014)</b>	<b>% Full-Time (2015)</b>	<b>% Part-time (2015)</b>
Lesbian, Gay, Bisexual	1	1	1	1
Heterosexual	69	60	72	52
Prefer not to say	29	39	27	47
Unknown	1	0	0	0

**What does this data tell us?**

The data above is a combination of the number of people who have declared their sexual orientation and also new employees to the Service. The majority of the workforce has declared themselves as Heterosexual with a smaller number declaring themselves to be Lesbian, Gay or Bisexual. The number of employees declaring their sexual orientation has remained largely static in 2015, though a significant number of both full-time staff and part time staff continue to select 'prefer not to say'.

**What are we doing or going to do as a result?**

We aim to create a work environment where people can be themselves at work, allowing them to perform at their very best. For us this means employees feeling able to bring their whole selves to the workplace. We recognise that sexual orientation can be a sensitive subject which may prevent some individuals from coming out at work and we fully respect that this is a personal choice to disclose such information.

We continue to demonstrate our commitment to LGBT employees and community members by continuing to be a Diversity Champion member of Stonewall. We regularly take part in the Workplace Equality Index (WEI) Top 100 gay friendly employers to measure our performance. In 2015 we maintained a place in the Top 100 list at 37<sup>th</sup> and continued to hold a position as a top 5 emergency service employer.

We have a programme of work throughout the year which enables us to engage with LGBT staff and community members. We will continue to promote ourselves as an LGBT inclusive employer and service provider and by taking part in engagement events ran by our LGBT Network Group, such as Pride and IDAHO.

## **Pay Comparisons by Protected Characteristic**

The data contained in the following section relating to pay is a snapshot of the organisation's payroll data on the 15<sup>th</sup> December 2015 and therefore cannot be used for comparison to the workforce data contained elsewhere within this report. Due to the small totals involved, we have removed the number of employees for some of the protected characteristics to ensure anonymity is maintained.

### **Equal Pay Review**

In 2015, the Authority became one of the first Fire and Rescue Authorities in the country to conduct an independent Equal Pay Review. This enabled us to determine pay differentials in the areas of gender, disability, ethnicity and full-time/part-time employees. Findings indicated that on a grade by grade basis the gaps between employees doing equal work was generally less than 5%, well within national good pay practices in terms of equal pay legislation.

This must also be understood in the context that some operational roles that attract flexible duty allowance for additional duties and the relatively small numbers of employees in certain protected characteristics, both of which can influence a pay gap within a particular grade. When the core managerial elements of these roles are compared, the basic salaries are identical in line with national pay grading.

The government plans to introduce mandatory reporting of pay gaps in all organisations with more than 250 employees in the coming years. By conducting a voluntary pay review ahead of this the Authority continues to demonstrate its commitment to pay transparency, closing pay gaps and to remain at the forefront of national equality work.

The figures in the tables below compare basic salaries and include continuous professional development, flexi duty on-call allowance, car user allowance and instructor allowance.

### **Pay by Disability**

Role Grade	Non-Disabled	Disabled
	Average Salary	Average Salary
Manual/Clerical (Scale 1-2)	£ 14,368	£ 14,130
Technical/Admin (Scale 3-5)	£ 18,862	£ 17,883
Supervisory/Specialist (Scale 6-SO2)	£ 26,331	£ 24,472
Middle Managers (PO Grades)	£ 36,151	£ 30,762
Firefighters	£ 30,210	£ 30,125
Crew/Watch Managers	£ 35,264	£ 35,517
Station Manager	£ 41,648	£ 42,680
Group Manager	£ 55,948	£ -
Area Manager and Above	£ 92,384	£ -
<b>Totals</b>	<b>£ 31,230</b>	<b>£ 24,355</b>

### What does this data tell us?

There are no significant differences between disabled and non-disabled employees in terms of pay with the exception of middle manager roles. This is likely due to the specific grade/scale point the individual is on the scale and the range of Principal Officer Green Book grades. In common with some other protected characteristics, disabled employees are underrepresented within high level management roles which impacts upon the overall pay gap.

### Pay by Ethnicity

Role Grade	All Staff	BME
	Average Salary	Average Salary
Manual/Clerical (Scale 1-2)	£ 14,312	£ 13,615
Technical/Admin (Scale 3-5)	£ 18,771	£ 18,992
Supervisory/Specialist (Scale 6-SO2)	£ 26,255	£ 26,248
Middle Managers (PO Grades)	£ 35,719	£ -
Firefighters	£ 30,209	£ 30,122
Crew/Watch Managers	£ 35,270	£ 34,709
Station Manager	£ 41,695	£ -
Group Manager	£ 55,948	£ -
Area Manager and Above	£ 92,384	£ 57,067
<b>Totals</b>	<b>£ 30,981</b>	<b>£ 28,917</b>

### What does this data tell us?

Of the nine pay categories three have no minority ethnic employees, whilst the average pay difference is negligible across the other grades. Although minority ethnic employees are under-represented at certain grades within the organisation, in particular at middle manager level and above, it should be noted that pay analysis can be misleading where small numbers of staff are involved

Overall the small ethnicity pay gaps are encouraging. In terms of occupational incidence, over two-thirds of our BME employees are Firefighters. In future years we will monitor the internal progression of employees together with any impact of the increasing incidence of BME employees across the grading structure as a whole.



## Pay by Gender

Role Grade	Male		Female	
	Number	Average Salary	Number	Average Salary
Manual/Clerical (Scale 1-2)	12	£ 14,148	26	£ 14,387
Technical/Admin (Scale 3-5)	31	£ 19,456	66	£ 18,450
Supervisory/Specialist (Scale 6-SO2)	32	£ 26,008	17	£ 26,722
Middle Managers (PO Grades)	12	£ 36,586	13	£ 34,919
Firefighters	502	£ 30,250	38	£ 29,665
Crew/Watch Managers	223	£ 35,363	27	£ 34,502
Station Manager	20	£ 41,791	2	£ 40,733
Group Manager	22	£ 55,948	0	£ -
Area Manager and Above	6	£ 97,408	2	£ 77,311
<b>Totals</b>	<b>860</b>	<b>£ 32,287</b>	<b>191</b>	<b>£ 25,104</b>

### What does this data tell us?

There are more women than men in the lower level grades and more men in firefighter, operational management and higher level managerial posts. Whilst on average, women are paid slightly more in the supervisory Green Book posts (corporate staff), the data indicates that on average, men are paid slightly more in Grey Book posts.

Findings indicate that our pay gaps on a grade by grade basis between women and men are generally below 5%, whether in favour of women or men. The variations are due to aspects including operational roles, where additional duties are required, are in receipt of an agreed allowance; further to this length of service and incremental bands provide variation also. The small gender pay gaps are in line with good pay practices and provide reassurance to the Authority in terms of equal pay legislation.

As fewer women occupy management posts their average salary tends to be less than their male counterparts, particularly in the higher level posts. Again, this is because the latter undertake additional operational duties and are in receipt of an allowance for those aspects of the role. When the core managerial elements of these roles are compared, the basic salaries are identical in line with national pay grading.

## Pay by Sexual Orientation

Role Grade	Average Salary (Lesbian, Gay, Bisexual) £	Average Salary (Hetero-sexual) £	Average Salary (Not declared) £
Manual/Clerical (Scale 1-2)	£ -	£ 14,659	£ 13,559
Technical/Admin (Scale 3-5)	£ 17,372	£ 18,846	£ 18,523
Supervisory/Specialist (Scale 6-SO2)	£ -	£ 26,202	£ 26,578
Middle Managers (PO Grades)	£ -	£ 35,398	£ 38,075
Firefighters	£ 30,288	£ 30,370	£ 29,939
Crew/Watch Managers	£ 37,324	£ 35,302	£ 34,949
Station Manager	£ -	£ 41,734	£ 41,300
Group Manager	£ -	£ 56,077	£ 53,241
Area Manager and Above	£ -	£ 92,384	£ -
<b>Totals</b>	<b>£ 28,328</b>	<b>£ 31,605</b>	<b>£ 28,544</b>

### What does this data tell us?

Pay comparisons are difficult due to the small number of LGBT employees. We recognise however that regardless of potential under declaration, it is likely that LGBT employees are under-represented at higher level management grades within our organisation. As with other categories, factors such as length of service and development rates of pay can impact on pay levels for similar roles and grades.

### What are we doing or going to do as a result?

Rate of pay is based solely on the job role itself and its duties and responsibilities. Salaries are governed by national pay and conditions of service for Grey Book staff and a job evaluation process in place to evaluate all new or revised Green Book posts which are linked to local government pay scales and conditions.

We are focused on encouraging under-represented groups into our employment and providing access to the development that they need to achieve their career aspirations. We recognise the need to achieve further diversity across all levels in the organisation, specifically in managerial roles.

The Equal Pay Review carried out during 2015 has allowed us to broaden our understanding of the equality impact of our pay and has enabled us to benchmark against further progress in this field. It has helped us to identify any trends that currently exist across occupational groupings and to gain a fuller picture of our staff profile. Moving forwards, the findings from the review will help us to achieve consistency in the way we apply our pay practices, remove any perceived barriers to progression for under-represented groups and develop career mobility of all employee groups.

## Grievances and Dismissals

There were 4 grievances recorded in 2015, an increase of 4 on 2014. Of these cases, 3 have been resolved with 1 currently in progress.

## Applications for Flexible Working and success rates

In 2015, 14 employees requested flexible working. This compares to a total of 6 requests in 2014. Of these, 8 were approved and 4 refused on the grounds of business need. 2 requests are currently on hold pending the outcome of the Service organisational review.

8 requests were from male employees and 6 requests from female employees.

## Authority Members

The Authority is comprised of 16 elected members, nominated by the five constituent councils of Tyne and Wear. 31% identified as White British and 6% as minority ethnic. Most members fall within the 41-60 and 61 and over age ranges. 25% of our members are women. Of those members who have declared such information, 19% stated they have a disability, 6% identified as LGB and 44% are of a Christian faith.

## Recruitment and Actual Promotion

There were 16 permanent promotions in 2015. Of these 19% were female and 82% male, with 44% in the 26-40 age range and 56% in the 41-60 range.

Six staff were offered appointments during the year to fill vacant, substantive positions. All of these were on fixed-term contracts and will be reviewed as part of our organisation review in 2016. The charts below show the characteristics of candidates at the application stage in our recruitment process:

Disability	Total
No	57
Yes	2
Not Answer Given	4
<b>Grand Total</b>	<b>63</b>

Ethnic Origin	Total
Asian Other	1
Black or Black British/African	1
No Answer Given	7
White British	54
<b>Grand Total</b>	<b>63</b>

Gender	Total
Female	19
Male	38
No Answer Given	6
<b>Grand Total</b>	<b>63</b>

Sexual Orientation	Total
Bisexual	2
Gay/Lesbian	4
Heterosexual	48
No Answer Given	7
Prefer not to say	2
<b>Grand Total</b>	<b>63</b>

Religion	Total
Atheism	1
Catholic	5
Christianity	14
No Answer Given	14
None	29
<b>Grand Total</b>	<b>63</b>

The average age of a candidate was 28.7 years and we averaged 816 views per vacancy on our recruitment portal (NorthEastJobs.org.uk).

During the year we recruited 20 new whole-time sector competent firefighters via inter-service transfers from Fire and Rescue Service’s across the UK. We also introduced 15 fixed-term contracts for staff currently filling substantive positions who were previously employed through agency contracts.

Volunteer recruitment in 2015 attracted a wide range of successful candidates which contributed towards further diversifying our workforce. Of the 26 recruited volunteers, 92% were White British, 38% were female while the average age was 35.

We have a specific equality objective related to improving the numbers of individuals applying for promotion from under-represented groups. In 2015 we reported data from independent research to explore why employees from under-represented groups may not be going for promotion and to identify ways of encouraging them to do so if they wish.

**Uptake of Training and Promotion Opportunities**

In this section we analyse data in relation to management development training and promotion opportunities accessed by employees.

There are **three levels** of management development and associated promotion gateways within the organisation categorised as:

- Supervisory Management development which includes our Crew Managers Programme, Institute of Leadership and Management (ILM) Level 3 Certificate and supervisory manager promotion via the appropriate Managerial Assessment Process (MAP).
- Middle Management development which incorporates ILM Level 5 Certificate and middle manager promotion via the appropriate MAP.
- Strategic Management development which includes ILM Level 7 Certificate and strategic manager promotion via appropriate MAP.

Employees who took up the opportunities described above are broken down into development/promotion level and protected characteristic as follows:

Age	2014 (% of staff)			2015 (% of staff)		
	Supervisory	Middle	Strategic	Supervisory	Middle	Strategic
18-25	0	0	0	0	0	0
26-40	16	25	0	46	13	0
41-60	84	75	0	54	87	0
61 and Over	0	0	0	0	0	0

OFFICIAL

Disability	2014 (% of staff)			2015 (% of staff)		
	Supervisory	Middle	Strategic	Supervisory	Middle	Strategic
Yes	3.4	0	0	0.4	5.6	0
No	96.6	100	0	99.6	94.4	0

Pregnancy and Maternity	2014 (% of staff)			2015 (% of staff)		
	Supervisory	Middle	Strategic	Supervisory	Middle	Strategic
Number accessing training	2	0	0	0	0	0

Ethnicity	2014 (% of staff)			2015 (% of staff)		
	Supervisory	Middle	Strategic	Supervisory	Middle	Strategic
Asian or Asian British/Bangladeshi	0	0	0	0	0	0
Asian or Asian British/Indian	0	0	0	0	0	0
Asian or Asian British/Pakistani	0	0	0	0	0	0
Black or Black British/African	0	0	0	0	0	0
Black or Black British/Caribbean	0	0	0	0	0	0
Black or Black British Other Black	0.4	0	0	0	0	0
Chinese or Other Ethnic Group/Chinese	0	0	0	0	0	0
Mixed White/Asian	0	0	0	0.4	0	0
Mixed White/Black Caribbean	0	0	0	0	0	0
Not Stated	0.3	0	0	0	0	0
Other Mixed	0.2	0	0	0	0	0
White British	98.6	100	0	99.6	100	0
White Irish	0	0	0	0	0	0
White Other	0.5	0	0	0	0	0

Gender	2014 (% of staff)			2015 (% of staff)		
	Supervisory	Middle	Strategic	Supervisory	Middle	Strategic
Male	84.8	100	0	82.5	90	0
Female	15.2	0	0	17.5	10	0

Sexual Orientation	2014 (% of staff)			2015 (% of staff)		
	Supervisory	Middle	Strategic	Supervisory	Middle	Strategic
Unknown	17.8	0	0	17.1	5.6	0
Bisexual	0	0	0	0	0	0
Gay	0.4	0	0	0	0	0
Heterosexual	81.6	100	0	82.9	93.3	0
Lesbian	0.2	0	0	0	1.1	0

Religion and Belief	2014 (% of staff)			2015 (% of staff)		
	Supervisory	Middle	Strategic	Supervisory	Middle	Strategic
Agnostic	1.5	0	0	1.3	0	0
Atheism	0.8	0	0	3.4	1.1	0
Buddhism	0.5	0	0	1.7	1.1	0
Catholicism	7.3	8.3	0	6.8	4.4	0
Christadelphian	0.4	0	0	0	0	0
Christianity	48.2	33.3	0	42.7	55.6	0
Hinduism	0	0	0	0	0	0
Humanism	0.2	0	0	0.4	0	0
Islam	0	0	0	0	0	0
Jedi	1.1	0	0	0.9	0	0
Judaism	0	0	0	0	0	0
Latter-day saint	0	0	0	0.4	0	0
Methodist	0.9	0	0	0	1.1	0
Pagan	0	0	0	0.4	0	0
Rastafarianism	0	0	0	0	0	0
Other	0	0	0	0	0	0
No Religion or Belief	29.5	50	0	32.5	35.6	0
Not Stated	9.6	8.3	0	0.4	0	0
Unknown	0	0	0	9	1.1	0

### What does this data tell us?

- There was a 30% increase in employees in the 26-40 age group accessing Supervisory Manager level training/promotion and a subsequent 30% decrease for those in the 41-60 age range
- There was a 12% decrease in employees in the 26-40 age group accessing Middle Management training/promotion and a subsequent 12% increase for those in the 41-60 age range.
- There was a 5.6% increase in the numbers of disabled staff accessing Middle Management training/promotion
- There were increases in the percentage of women accessing both Supervisory (2%) and Middle (10%) Management training/promotion

It is positive to note that more women and disabled employees are accessing higher level opportunities than in both the previous years, an encouraging sign that they feel there are good opportunities for advancement within the organisation.

The increase in the numbers of women accessing promotion opportunities in particular, is an indication of our commitment to increasing the prospects for women to seek promotion. It reflects the wider options for flexible working and the development of the Gender Staff Network where women have been encouraged to seek promotion by senior role models and get peer support.

Ethnic minority and LGB employees accessing all levels of management training and promotion have remained largely static. Whilst this is a reflection of the small numbers of such employees within the organisation, we continue to be proactive in encouraging employees from these groups to consider the opportunities available and to utilise the staff networks to give them the confidence to do so.

## What are we doing or going to do as a result?

As part of our change management programme we have been redefining the future of our leadership and management development programme and reconsidering our succession planning needs. This is about ensuring we have the right people, with the right skills, in the right place, to lead and manage the Service in the challenging years ahead. The programme is targeted at enabling staff to further develop their skills and knowledge in order to enhance their prospects, encourage each individual to be the best they can be and to take the lead in their area of expertise at an existing level or grade.

### Leavers from the organisation

Age	2014		2015	
	Voluntary	Redundancy	Voluntary	Redundancy
18-25	4	0	3	0
26-40	25	0	24	0
41-60	56	0	61	0
61 and Over	1	0	13	0
<b>Total</b>	<b>86</b>	<b>0</b>	<b>101</b>	<b>0</b>

Disability	2014		2015	
	Voluntary	Redundancy	Voluntary	Redundancy
Disabled	3	0	7	0
Non-disabled	83	0	94	0
<b>Total</b>	<b>86</b>	<b>0</b>	<b>101</b>	<b>0</b>

Ethnicity	2014		2015	
	Voluntary	Redundancy	Voluntary	Redundancy
Asian or Asian British/Bangladeshi	0	0	1	0
Asian or Asian British/Indian	0	0	0	0
Asian or Asian British/Pakistani	0	0	0	0
Black or Black British/African	0	0	0	0
Black or Black British/Caribbean	0	0	0	0
Black or Black British Other Black	0	0	0	0
Chinese or Other Ethnic Group/Chinese	0	0	0	0
Mixed White/Asian	1	0	0	0
Mixed White/Black Caribbean	0	0	0	0
Not Stated	1	0	1	0
Other Mixed	0	0	0	0
White British	80	0	98	0
White Irish	0	0	0	0
White Other	4	0	1	0
<b>Total</b>	<b>86</b>	<b>0</b>	<b>101</b>	<b>0</b>

Religion and Belief	2014		2015	
	Voluntary	Redundancy	Voluntary	Redundancy
Unknown	24	0	32	0
Agnostic	1	0	1	0
Atheist	1	0	1	0
Buddhist	0	0	0	0
Catholic	5	0	6	0
Christadelphian	0	0	0	0
Christian	31	0	36	0
Humanist	0	0	0	0
Jedi	0	0	0	0
Jewish	0	0	0	0
Methodist	1	0	1	0
Muslim	0	0	0	0
Pagan	0	0	0	0
No Religion or belief	23	0	24	0
<b>Total</b>	<b>86</b>	<b>0</b>	<b>101</b>	<b>0</b>

Gender	2014		2015	
	Voluntary	Redundancy	Voluntary	Redundancy
Male	72	0	83	0
Female	14	0	18	0
<b>Total</b>	<b>86</b>	<b>0</b>	<b>101</b>	<b>0</b>

Sexual Orientation	2014		2015	
	Voluntary	Redundancy	Voluntary	Redundancy
Unknown	18	0	19	0
Bisexual	0	0	0	0
Gay	0	0	0	0
Heterosexual	54	0	63	0
Lesbian	1	0	0	0
Prefer not to say	13	0	19	0
<b>Total</b>	<b>86</b>	<b>0</b>	<b>101</b>	<b>0</b>

All leavers during 2015 were voluntary

All leavers are invited to undertake an exit interview with our Chief Fire Officer and to complete a telephone interview conducted by independent organisation that then provides us with feedback reports of the results on a quarterly basis.



## Service User Data

### After The Incident Survey (Domestic)

37 After the Incident Surveys (ATIS) were completed in 2015 (165 in 2014). Of those who completed the surveys the following data was recorded:

- 33.33% were male, 58.33% female and 8.33% provided no answer (37.5% male, 61.03% female in 2014).
- Of those who stated their ethnicity 83.34% were White British/British or English (79.7% White British in 2014).
- 30.56% of respondents declared a disability (34.56% in 2014).
- Of those who stated their sexuality, 72.22% were heterosexual, 5.56% were LGB and 22.23% preferred not to say (in 2014, 72.79% identified as heterosexual, 2.94% as LGBT and 9.56% preferred not to say).

Results of our ATIS are fed into our HSC Targeting Strategy to ensure we are engaging with those who are identified as most vulnerable and at greater risk of fire.

### Complaints

We received 17 complaints during 2015, this compares with 18 in 2014. As no-one completed the equalities monitoring form we have no data to report. It should be noted that completion of the equality monitoring form is not part of the complaints process and therefore not compulsory.

It is positive to note that all complaints investigated were resolved without issue and concluded to a satisfactory outcome which is evident by the absence of any subsequent appeals.

### Fire Safety Visits by Ethnicity

Ethnicity	No. of people	
	2014	2015
Asian or Asian British - Bangladeshi	14	8
Asian or Asian British - Indian	52	70
Asian or Asian British - Other Asian	62	54
Asian or Asian British - Pakistani	11	9
Black or Black British - African	2	0
Black or Black British - Caribbean	1	0
Black or Black British - Other Black	0	2
Chinese or Other Ethnic Group - Chinese	38	56
Chinese or Other Ethnic Group - Other	17	8
Mixed - Other Mixed	246	208
Mixed - White and Asian	25	14
Mixed - White and Black African	0	0
Mixed - White and Black Caribbean	0	0
Not Stated	46	99
White - British	2173	1834
White - Irish	2	2
White - Other White	34	152
<b>Total</b>	<b>2723</b>	<b>2516</b>

- 72.89% of the people who received a service from our Fire Safety teams were White British and 27.11% were from minority ethnic communities, compared to 20.02% in 2014.

### Prevention and Education Home Safety Check (HSC) Visits

Ethnicity	No. of HSCs	
	2014	2015
Asian or Asian British - Bangladeshi	81	60
Asian or Asian British - Indian	299	255
Asian or Asian British - Other Asian	172	192
Asian or Asian British - Pakistani	101	111
Black or Black British - African	87	97
Black or Black British - Caribbean	41	27
Black or Black British - Other Black	62	61
Chinese or Other Ethnic Group - Chinese	121	148
Chinese or Other Ethnic Group - Other	36	63
Mixed - Other mixed	97	115
Mixed - White and Asian	101	47
Mixed - White and Black African	19	18
Mixed - White and Black Caribbean	24	15
Not Stated	125	197
White - British	25833	25468
White - Irish	59	100
White - Other	455	459
<b>Total</b>	<b>27713</b>	<b>27433</b>

- 92.84% of the individuals that received a HSC were White British. 7.16% were from a minority ethnic community, compared to 7% in 2014.

Groups receiving an HSC	No. of people	
	2014	2015
People 65+	13280	12123
Disabled people	4914	416
Under 5 years	841	0
Lone Parents	896	942
Psychosocial Disability	582	672
<b>Total</b>	<b>20513</b>	<b>14153</b>

- Over 12000 HSCs were conducted with people aged 65+, this is an 8.71% decrease from the previous year. Over 1000 checks were undertaken with disabled people. We ceased recording information on under-5s in line with CLG guidance as of 1<sup>st</sup> April 2014.

## **Community Engagement**

The Community Engagement Team engaged with over 51,000 people in 2015. Although this was a slight reduction in overall terms compared to 2014, there was a proportionate increase in the number of vulnerable people engaged and an overall increase in Home Safety Checks conducted. This reflected a more targeted approach to our engagement activities in line with the new Vulnerable Persons Strategy which was introduced during the course of the year.

District engagement highlights have included the following:

### **Newcastle**

Highlights in the district includes our work with the Chinese community for Chinese New Year, our ongoing work with Czech, Roma and Slovak communities through to our engagement work with community groups, local schools and direct engagement in the Benwell Terraces. We also held a very successful Emergency Services Pride Breakfast held at the Civic Centre for LGBT staff, other employees and community members, followed 2 days of engagement at the 'Pink Picnic'. Our work on Safe Ramadan, Safe Vaisakhi, Newcastle Mela, the Disability North Exhibition and work for Black History Month with local community groups were also notable highpoints in 2015.

### **South Tyneside**

Highlights for South Tyneside included a focus on the Service working with local colleges and engaging with migrants, asylum seekers and refugees to attend ESOL classes (English for Speakers of Other Languages). We did this by attending local drop-ins and events for Refugee Week. Service staff and volunteers also engaged with community members for World Mental Health Day, Safe Ramadan, Diwali and Mini-Mela, Older Persons Day and talks with people with disabilities.

### **North Tyneside**

Service staff and volunteers in the district engaged with many community groups during the year. Highlights included a focus on giving fire safety messages to attendees of ESOL classes in the area, engagement at Citizenship ceremonies, Crucial Crew sessions with young people in North Tyneside and work with asylum seekers and refugees by attending local drop-ins. Other activities included Safe Ramadan, engagement with people living with dementia and those with drug and alcohol dependency.

### **Gateshead**

Work in Gateshead included highlights such as engagement with the Jewish community to keep them safe over the Shabbats and also working in partnership with other emergency services to promote road and fire safety with Jewish school children. Service staff and volunteers also engaged with people living with drug and alcohol dependency, people living with dementia and with BME communities in the area for Vaisakhi, Ramadan and other minority ethnic community work.

## Sunderland

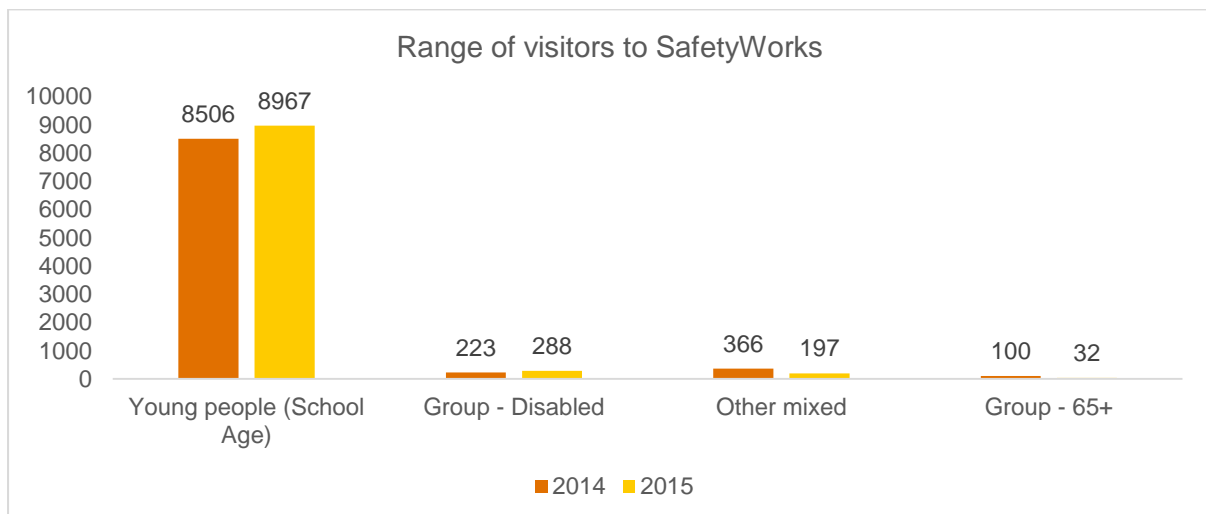
Highlights for Sunderland included LGBT engagement at Sunderland Pride, with the Service holding a well-attended breakfast event for both staff and LGBT community members. Staff and volunteers also marched in the Pride parade and attended the Park Lane engagement event. Other highpoints included engaging with asylum seekers and refugees for Refugee Week in addition to our work for Safe Ramadan and Safe Vaisakhi. Fire safety talks with people who have dementia and those with drug and alcohol dependency, discussions with ESOL and International Students and engagement at Citizenship Ceremonies were also carried out during the year.

The table below summarises groups engaged during 2015:

Vulnerable Group	Engaged
BME	19502
Disabled	1236
Older people	461
Youth	1934
Drugs and Alcohol	71
LGBT	5500
Dementia	140
General Public	22414
<b>Total HSC Requests</b>	<b>971</b>
<b>Total No of activities</b>	<b>418</b>
<b>Total Engaged</b>	<b>51258</b>

## SafetyWorks!

Our SafetyWorks! Centre enables visitors to participate safely in realistic situations illustrating everyday hazards and learn how to prevent them. The centre has many visitors throughout the year. The chart below compares visitors to the centre during 2014 and 2015



The range of visitors to SafetyWorks! included:

SafetyWorks activities by group type	Sessions	Attendees
Group - 65+	3	32
Group - Disabled	19	288
Young People (school age)	237	8967
Other/Mixed group	19	197
<b>Total</b>	<b>278</b>	<b>9484</b>

SafetyWorks activities by Ethnicity	Sessions	Attendees
Not Stated	227	7562
Mixed - Other mixed	16	760
Mixed - White and Black African	1	31
Not Stated	26	913
White - British	5	142
White European	3	76
<b>Total</b>	<b>278</b>	<b>9484</b>

### Phoenix Project

Our Phoenix Project uses the positive role model of a firefighter to provide a life changing programme for young people who are the most challenging and disadvantaged in local society. In 2015 the project was delivered to the following groups:

Phoenix activities by group type	Sessions	Attendees
Aged 18 - 64	6	54
Young people (school age)	6	51
Mixed group	20	172

Attendees by Ethnicity	Sessions	Attendees
Mixed - Other Mixed	5	50
Mixed – White and Asian	1	10
White - British	26	217

### Young Firefighters Association (YFA)

YFA provides young people from a variety of backgrounds for example, those who are at risk of offending or non-attendees at school, with a programme of practical and theoretical instructions on Fire and Rescue Service related subjects. A breakdown of individuals we engaged with in 2015 as part of the YFA is as follows:

YFA activities by group type	Sessions	Attendees
Young Firefighters 11-17yrs	206	1712

YFA activities by Ethnicity	Sessions	Attendees
Not Stated	137	1079
Mixed - Other mixed	37	428
White British	32	205

## Princes Trust

Our Princes Trust Programme provides personal development courses, enabling teams of young people, from diverse backgrounds, to work in the community and give them incentives to continue to make a contribution of lasting impact both to themselves and their communities. A breakdown of individuals we engaged with in 2015 as part of this programme is as follows:

Princes Trust by group type	Sessions	Attendees
Aged 18 - 64	1	11
Mixed	1	21

Princes Trust by Ethnicity	Sessions	Attendees
Mixed - Other mixed	1	21
Not Stated	1	11

## Ignite

The Ignite programme is a full-time study programme aimed primarily at 16 – 18 year olds. The students attend their course at Gosforth Community Fire Station and are funded through Sunderland College. They are engaged in full-time learning over the course of the academic year. Throughout the programme FRS objectives such as fire safety education, road safety education, ASB prevention and FRS activities are used in order to gather evidence for each module as well as provide enrichment activities for students. Students also assist P&E teams in Newcastle with their initiatives such as darker/lighter night's campaigns. A breakdown of individuals we engaged with in 2015 as part of this programme is as follows:

Ignite by group type	Sessions	Attendees
KS5 – years 12 and 13	2	26

Ignite by Ethnicity	Sessions	Attendees
White - British	2	26