



Gender Pay Gap

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Our Equality Commitment

Welcome to Tyne and Wear Fire and Rescue Authority's Gender Pay Gap Report based on the snapshot period of 31st March 2018.

At Tyne and Wear Fire and Rescue Authority equality, diversity and inclusion are at the heart of the services we provide to our communities. Delivering services that meet the needs of our communities through a workforce that is committed, representative and engaged is paramount to achieving our vision of 'Creating the Safest Community'.

As a team, we strive to ensure equality is embedded across the whole organisation by, continuously promoting inclusive principles, through the work of our elected members, our leadership teams, our partners and our world-class employees and volunteers. We see equality as a fundamental part of each of our core values.

Our aim is to deliver a service that is innovative, a service that is transparent and inclusive and a service that embraces the diversity of our communities. To achieve these aims, we work hard together to remove inequalities, eliminate discrimination and promote equality of opportunity through positive working relationships between our workforce and our communities.

We want to ensure that the services we provide are accessible to everyone and that we have a workforce that reflects the unique diversity of Tyne and Wear's communities. We continuously strive to improve and if you do wish to comment on our report, your views would be appreciated.

In writing this report, I can confirm that the published information contained within it is accurate.



Chris Lowther
Chief Fire Officer & Chief Executive
Clerk to Tyne & Wear Fire & Rescue Authority

Our approach to Gender Pay Gap Reporting

Tyne and Wear Fire and Rescue Authority (TWFR) is the local government organisation that oversees the activities of Tyne and Wear Fire and Rescue Service (TWFRS). It comprises 17 elected members with a blend of political affiliations, nominated by the five constituent councils of Tyne and Wear: Gateshead, Newcastle, North Tyneside, South Tyneside, Sunderland and the Northumbria Police and Crime Commissioner.

TWFR exists as a stand-alone authority with governance and legal services provided through Sunderland City Council, our Lead Authority. As such there are presently no 'outsourced' services with all departments being directly employed by TWFRS.

In addition to the comprehensive range of prevention and protection activities, we provide 999 emergency response service across Tyne and Wear to a population of 1.129 million people. We deliver frontline services from 17 community fire stations. We cover 538 square kilometres and employ a total of 843 people supported by 81 community volunteers.

The gender pay gap differs from equal pay. Equal pay deals with the pay differences between men and women who carry out the same jobs, similar jobs or work of equal value. The gender pay gap shows the differences in the average pay between men and women.

For the purposes of gender pay reporting, the definition of who counts as an employee is defined in the Equality Act 2010, in this case all our employees and volunteers. The information is taken as a snapshot on 31 March 2018. Our report includes the following calculations:

- The mean pay gap
- The median pay gap
- The proportion of males and female employee in each salary quartile band
- The mean bonus pay gap
- The median bonus pay gap
- The proportion of males and females receiving a bonus payment

Following a review of the guidance, detachments and over time payment are included. For the purposes of this report, ordinary pay includes the following information before tax and any deductions for employee pension contributions:

- Basic pay
- Allowances
 - Instructors Allowance
 - Continuous Professional Development
 - Flexible Duty Officer Rota Allowance
 - Strategic Rota Allowance
 - Day Crewing Close Call Allowance
 - Essential Car User Allowance
 - Urban Search and Rescue Allowance
 - Detachment and Acting Up Payments

For the purposes of calculating the hourly rate of our employees the following hours per week have been utilised:

- Employees in roles governed by the 'National Joint Council for local government services National Agreement on Pay and Conditions of Service',(The 'Green Book') - 37 hours
- Firefighter to Watch Manager roles conditioned to Fire Stations - 42 hours
- Firefighter to Area Manager day shift conditioned roles – 42 hours
- Firefighters aligned to the Day Crewing Close Call system – 52.87hrs
- Officers conditioned to the Flexible Duty Rota – 48 hours
- Area Manager roles conditioned to the Executive Rota - 48 hours
- Principal Officers conditioned to the Executive Rota Continuous Cover pattern- 78 hrs

Our Information

Mean and Median Pay Gap

At 31st march 2018, we employed a total of 843 employees; 177 (21%) were female and 666 (79%) were male. **The mean pay gap is 16.47%**, equating to an hourly rate difference of £2.52, and **the median pay gap is 10.18%**.

To explore the gender pay gap difference, further analysis of the data is required. The data has shown that our Grey Book employees, including Control, have a minimal mean pay gap. The data has shown that our pay gap is more evident in our green book employees.

Grey Book Employees	No Employees	Mean	Mean Pay Gap
Male	574	£15.58	0.76%
Female	45	£15.46	

Grey Book Employees - Control	No Employees	Mean	Mean Pay Gap
Male	9	£14.15	0.48%
Female	21	£14.08	

Green Book Employees	No Employees	Mean	Mean Pay Gap
Male	83	£13.38	14.61%
Female	111	£11.42	

TOTAL	No Employees	Mean	Mean Pay Gap
Male	666	£15.28	16.47%
Female	177	£12.76	

For all our green book roles, we adopt National Joint Council Pay Scales, which are fixed spinal column pay points, allowing for development stages in role and competent rates.

The pay gap can be attributed to the majority of women employed in lower paid roles. 54% of our female green book employees are paid at the lower end of our pay points (scale 3 and below), these include administration, cleaning and catering roles. With 6% of women occupying higher level management posts, compared to 21% of male employees, this may have a further impact of the gender pay gap with in our Service.

Salary Quartile Bands

The quartile distribution detailed below gives an indication of proportion of females and males and in each quartile band.

Salary Quartile Bands				
	Female	% Female	Male	% Male
Top	27	13%	183	87%
Mid Upper	29	14%	182	86%
Mid Lower	17	8%	194	92%
Lower	104	49%	107	51%

The high quartile salary band consists of 87% of our male employees in operational roles, indicating they are the highest earners within the organisation. The composite of the salary bands for these employees are disproportionate to non-operational roles due to allowances attributed to the roles, resulting in our operational employees being paid at a higher rate of pay from entry (Firefighter) level through to strategic leaders (Chief Fire Officer).

The higher quartile salary band has a much larger proportion of male employees, resulting in female employees being represented in the lower quartile salary band. Roles in this quartile are predominately non-operational roles and includes many of our Corporate functions.

Recent recruitment of management roles has made positive progress to further diversify our workforce and encouraged others to join the Service from other Fire and Rescue Services. Our progressive approach to equality and inclusion is not solely measured by equality data, but also in our approach to continually improve our equality, diversity and inclusion activities.

Bonus Payments

As a public sector organisation, we do not offer a bonus scheme and do not make bonus payments; therefore, the following calculations are not applicable:

- The mean bonus pay gap
- The median bonus pay gap
- The proportion of males receiving a bonus payment
- The proportion of females receiving a bonus payment

Conclusion

Our commitment to equality, diversity and inclusion and the Public Sector Equality Duty is central to our culture, behaviours and core values. This is delivered through the Service's strategic plans, specifically the Strategic Community Safety Plan and Organisational Development Strategy supported through our Leadership Bond and our bespoke Leadership Development Programme, Engage. The programme supports our employees and managers in understanding the behaviours that enable our core values. Our appointed Fire Authority Members are also supported with understanding the Service's core values through the Leadership Bond. The Service ensures, the strategies, plans and process's we use enhance the delivery of our vision and embeds equality, diversity and inclusion within our Service and community.

We have made positive progress to further diversify the workforce, particularly through Operational Firefighters, Corporate Staff and Community Volunteer recruitment. The Service ensures diversity has continued to enhance our workforce; and by developing talent of existing employees, we have provided development opportunities that benefit both individuals and the Service. Our Community Volunteers support employees in the delivery of fire safety messages and assist our Community Advocates in their work with community groups.

As there is a known area of underrepresentation of women in fire and rescue services nationally, we collaboratively work to promote and encourage the number of female representation across our Service.

We are committed to increasing the number of women in our employment, with a key focus on operational roles, where there is a greater under-representation of women occupying posts. With a slight increase in female employees, we are making modest progress by actively creating a more inclusive workforce. This is being achieved through reviewing recruitment methods to encourage applications for all underrepresented groups.

Our Equality committee and Gender Network continues to proactively promote gender equality in the Service; raising awareness of key issues, supporting the decision making and developing the knowledge and skills across the Service. The network co-chairs contribute to our Equality Committee, ensuring gender equality is represented within the Service at all levels. We continue to work closely with the Fire Brigades Union Women's section, who are represented on our Equality Committee, to encourage the recruitment, retention, development and progression of women within fire and rescue services. Furthermore, Unison and GMB are also members of our Equality Committee.

We are an active member of the 'Women in the Fire Service' network, with employees attending an annual development weekend with other Fire Service employees across Europe. The weekend offers delegates the opportunity to develop and enhance their skills and knowledge in areas of interest, such as operational roles. Two of the Service's employees have become an integral part of the Women in the Fire Service, actively promoting gender equality as executive and regional representatives.

Recommendations for action

Within the Fire Service sector nationally, women are underrepresented in operational and management roles. This does not stem from paying differently for different genders. Within Tyne and Wear Fire and Rescue Service, all roles are remunerated at the same level for the same responsibilities, regardless of gender. It is evident that the gender pay gap is the result of the roles in which men and women occupy and the complete salary packages those roles attract.

Government Equalities Office recommends that for organisations to equalise pay between genders, not only people need to be unbiased but also systems and policies. Human Resources Management and processes continually work to level the gender pay gap and treat everyone fairly. Having evidence based hiring practices and promotion procedures helps the organisations to create a more inclusive workplace.

We will continue to monitor our recruitment processes to ensure that they assess skill-based selection process, assessing the candidate's suitability for the role. These processes ensure fairness across all candidates, showing transparency throughout the recruitment process with objective and evidence-based decisions.

Senior managers either promoted or appointed into roles within our Service are assigned an experienced manager 'buddy' to support them in their role. Our leadership programme, Engage, aims to develop our managers' skills and self-confidence with a range of training including mentoring and coaching.

Our senior leaders champion flexible working and job sharing, with this benefit being available to all employees, regardless of gender and including operational Firefighter roles. We will continue to enable our employees to work more flexibly, creating a better work/life balance for all.

Our lead on the National Fire Chief's Council to review all Family Friendly policies (maternity, paternity, adoption and shared parental) will enable us to continue to ensure we provide the right environment and pay for parents and carers whilst going through their life changing moments. We work with our employees by informing future fathers of their right to request and benefits of shared parental leave. We currently offer our employees the same enhanced pay as maternity encouraging more employees to take advantage to share childcare more equally.

Our core values and Leadership Bond guide all staff to promote and embrace inclusivity and foster positive working relationships. We continue to support our employees with our four employee network groups; Disability, LGBT+ (Lesbian, Gay, Bisexual and Transgender), Gender and BME (Black and Minority Ethnic). The network groups work to champion our ongoing commitment to greater employee involvement in the decision making process and further increase personal development opportunities. An example of how we demonstrated our commitment to equality and inclusion, the LGBT+ network group hosted an awareness event to promote and encourage membership and to gain a greater understanding of the groups and the protective characteristic they represent.

Our Learning and Organisational Development Department supports the service and its people, to promote high performance and continuous improvement. Working collaboratively and inclusively, it ensures its people and performance is the best it can be by supporting staff to acquire, maintain and continuously develop the appropriate technical and professional skills and underpinning knowledge specific to their role.

In generating a sense of personal ownership which reflects our culture and values where equality, diversity and inclusion is embedded in what we do, in 2018 we piloted and launched a new appraisal system (PDR). The system enables us to have more meaningful and productive conversations about our performance and development, incorporating our values and leadership behaviours. It also enables us to recognise diversity in thought and approach, when addressing and achieving service related objectives. Feedback from our pilot of the PDR included people telling us that the PDR made the conversation 'more about them' as an individual, therefore helping us to recognise unique strengths and encourage diversity and inclusivity. For our senior teams, this has been supported with the i3 profiling tool and specific 1-2-1 feedback sessions and team awareness sessions, to raise self-awareness and further support individual and team understanding and cohesion.

Our values and initiatives will continue to develop as we strive to reduce and eradicate the gender pay gap. Whilst it may be several years before this is fully achieved, we are committed to transparent annual reporting, to ensure the Service and our communities can monitor progress with our the gender pay gap.

Your Views Count

Your views are very important to us and having had the opportunity to read our Gender Pay Gap Report, we would welcome any comments that you may have. This would assist in our consultation process and evaluation of the document.

Complaints and Compliments

We aim to provide the highest standards of fire, rescue and community safety services. As a recipient of a public service, there may be times when you wish to comment on the fire and rescue service. We encourage complaints and compliments from all members of the community as we value your opinion and it can help us to continually improve our service.

For our part, if you do make a complaint we will ensure that:

- Your complaint is treated confidentially
- You receive an acknowledgement within 7 working days, including the name of the Investigating Officer
- Your complaint is investigated in accordance with the Fire and Rescue Service's standard procedures.

We will also:

- Endeavour to send you a full reply including the results of the investigation within 28 working days
- Ensure that you are informed of the progress, if the above deadline cannot be met.

If you wish to make a complaint or would like to tell us about an area of our work that you have been happy with then please do contact us, details are as follows:

By telephone to +44 (0)191 444 1500 or complete an online form via our website www.twfire.gov.uk