



Bedfordshire Fire and Rescue Service



Workforce Data Report 2014 - 2015

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Background

Under section 149 of the Equality Act 2010 (the Public Sector Equality Duty) and the Equality Act 2010 Specific Duties Regulations 2011, Bedfordshire Fire and Rescue Service is required to publish equality information to demonstrate our compliance with the general equality duty. Our workforce monitoring data forms part of the information that we collate, monitor and publish to help us ensure equality considerations are embedded within our policies and practices as well as meet our responsibilities under the duty.

Scope

This report provides an overview of our equality and diversity employment monitoring data as at 31st March 2015. It covers age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief and sexual orientation.

The data relates only to those who are directly employed by Bedfordshire Fire and Rescue Service, it excludes agency staff.

Data Quality

Bedfordshire Fire and Rescue Service holds equality and diversity trend information enabling identification of disparities, investigation of highlighted issues and assessment of progression.

Introduction

Foreword

Welcome to the 4th Annual Workforce Data Report which supports Bedfordshire Fire & Rescue Service in demonstrating our duties regarding the requirements of the Public Sector Equality Duty:

The General Duties

1. Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act.
2. Advance equality of opportunity between people who share a protected characteristic and people who do not share it.
3. Foster good relations between people who share a protected characteristic and people who do not share it.

The Specific Duties

1. Set out in SMART form and publish equality objectives at least every four years.
2. Publish information annually to demonstrate compliance with the PSED; in particular, information relating to their employees and others affected by their policies and practices (such as service users).

Interpreting the Data

Please note the following when interpreting the data presented in this report:

- Information is published in accordance with the Data Protection Act 1998 and does not identify individuals.

Diversity Report

A Representative and Diverse Workforce

Overall Workforce Diversity

As at 31 March 2015, Bedfordshire Fire and Rescue Service (BFRS) employed 592 people. During 2014/15, 57 employees left and there were 41 new appointments. Overall, there was no significant change to BFRS's workforce profile. The main change was the proportion of staff declaring a Religion or Belief.

BFRS's profile as of 31 March 2015 is provided in the appendix.

In summary:

- 78.0 per cent of our workforce is male; a minimum decrease from previous years.
- 3.5 per cent of our workforce described themselves as having a disability which is broadly the same as previous years.
- 6.9 per cent of our workforce declared they are from an ethnic minority group which is broadly the same as 2013/14.
- 25.6 per cent of our workforce is aged under 34, compared to 26.8 per cent the previous year; 10.1 per cent are aged over 55 compared to 9.3 per cent the previous year.
- 1.7 per cent of our workforce declared they are lesbian, gay or bisexual; little change from the previous year.
- No employee has identified themselves as transgender.

Representation by organisational level

The majority of the Service's workforce is within lower level roles (87.8 per cent). Overall, our workforce has a higher proportion of men than women (78.0 per cent). However, this changes when you look at the representation of men in support roles (11.5 per cent).

Female representation at senior levels remains consistent at 27.3 per cent.

Ethnic minority staff represents 6.9 per cent of the Service's overall workforce. There is an under representation of ethnic minorities at management level (0.8 per cent).

BFRS staff declaring a disability account for 3.5 per cent of the workforce, which remains consistent with previous years.

The Service has similar levels of staff with disabilities at the lowest grades (9.3 per cent) and highest grades (9.1 per cent), whilst middle management is less at 1.4 per cent. Age groups of staff declaring a disability fall mostly between the ages of 25 - 54, broken down as follows:

16 – 24	=	1.4%
25 – 34	=	24.2%
35 – 44	=	30.2%
45 – 54	=	34.1%
55 – 64	=	9.6%
65+	=	0.5%

Job Applications, Recruitment and Promotions

Recruitment to BFRS is through fair and open competition based on merit, with individuals assessed for their ability to demonstrate the required competences, knowledge and skills for the role.

BFRS is committed to ensure that all recruitment is free from unfair and unlawful discrimination. Reasonable adjustments for disabled people are made at all stages of the recruitment process, as required.

BFRS have the two tick accreditation awarded to employers who demonstrate they are committed to the employment, retention, training and career development of people with a disability. We guarantee a job interview to all people with a disability who meet a job's criteria as set out in the job specification, and to consider them on their merit.

In 2014/15 we saw a decline in numbers of people with disabilities applying for posts with BFRS. Out of 101 job applicants only 2 (2%) declared a disability, whereas during 2013/14, out of 248 job applicants, 13 (5.2%) declared a disability and during 2012/13, out of 295 jobs, 17 (5.8%) declared a disability.

Staff Starters

During 2014/15, 41 employees joined Bedfordshire Fire and Rescue Service (compared with 48 in 2013/14). Comparing the data of those who joined the Service in 2014/15 to 2013/14, there was a large increase of those aged 16-34 but a large decrease in those aged 34-44 and 55-64. There were also small decreases in disabled and ethnic minority employees joining the Service.

In 2015/16 we held:

- Two positive action events prior to the whole-time fire-fighter recruitment campaign.
- Positive action coffee mornings at Fire stations to encourage retained fire-fighter applications.

Staff Leavers

During 2014/15, 57 employees left Bedfordshire Fire and Rescue Service (compared with 53 in 2013/14). Comparing the data from 2013/14, there was an increase in staff leaving who were aged 16-34 and a decrease of those who left aged 55-64. There were also small increases in females, those from an ethnic minority background and disabled employees leaving the Service. There was a large decrease of leavers who had not declared their personal characteristics with the Service.

The Service conducts exit interviews to gather the reason(s) people are choosing to leave. This identifies any patterns, ensuring data is provided to enable research to correct any areas that can be improved.

An Inclusive Workplace Culture

BFRS strives to create a workplace and culture that enables staff to achieve their potential through protecting them from unfair treatment and ensuring they can reach their goals.

Staff Survey

We conduct bi-annual staff surveys of all our employees to develop a clear understanding of both the type of culture we have now and the type of culture we are aiming for.

In June 2015 we conducted a staff survey trialling an on-line option as well as paper based which resulted in improved return rates.

BFRS is committed to ensuring the wellbeing of all its employees and provides an in house Occupational Health and Fitness provision and an Employee Assistance Programme.

Working Patterns

Understanding the value of a healthy work-life balance, Bedfordshire Fire and Rescue Service offer employees the opportunity to request flexible working hours, homeworking, part-time, job-share and compressed/staggered/annualised hours. Non-operational staff (where appropriate) work on a flexitime system between the hours of 8am and 6pm.

Pregnancy and maternity leave

As part of Bedfordshire Fire and Rescue Service's commitment to diversity, we support employee's balance between home and work through offering flexible employment policies and provide enhanced pay and leave for adoption, maternity and paternity.

Year	Women on Maternity Leave	Women on Maternity Leave carried forward to next year	Women returning to work from Maternity Leave
12/13	6	3	2
13/14	6	3	3
14/15	6	1	5

During each financial year there were 6 employees who were either pregnant or on maternity leave (1.0% per cent of the workforce profile).

During 2012/13, of the 6 women on Maternity Leave, 1 woman did not return to work, 2 women returned to work and 3 remained on Maternity Leave.

During 2013/14, 3 more women went on Maternity Leave totalling 6 for this year. 3 women returned to work and 3 remained on Maternity Leave.

During 2014/15, 3 more women went on Maternity Leave, totalling 6. 5 women returned to work and 1 remained on Maternity Leave.

Grievances

During 2014/15 only a small number of grievances (7) were raised by employees; of these, 1 concerned discrimination/equal pay.

As the number of grievances raised was small, there can be no meaningful statistical analysis or conclusion.

Equal Pay and Reward

In 2015/16 the Service is investigating pay gaps through using a single measure by comparing full time equivalent earnings of different groups of staff (in relation to their protected characteristics). For example, the full-time gender pay gap compares the average hourly pay, excluding overtime, of men and women working full time.

It is important to note that a pay gap does not necessarily mean a difference in pay for comparable jobs or work of equal value.

We are committed to ensuring that our pay strategy is fair and transparent. We will also take action to address under-representation at different levels in the organisation through positive action.

What we are doing in 2015/16:

- Continuing to monitor our workforce's protected characteristics to highlight any areas requiring improvement.
- Implementing a Pay Policy across the organisation ensuring a fair, open and transparent approach to pay & reward
- Considering the impact of equality when implementing business changes.
- Investigating best practice on equal pay audits.

Appendix

Reporting categories

Our reporting categories are defined as follows:

Age

Staff members were asked to place themselves into one of six age groups:

- 16-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+
- Prefer not to say

Disability

Staff members were asked whether they consider themselves to be disabled under the definitions of the Equality Act 2010:

Section 6(1) of the Equality Act 2010 states that a person has a disability if:

- a) That person has a physical or mental impairment, and
- b) The impairment has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Staff members were asked to select one of the following:

- Yes – Limited a lot
- Yes – Limited a little
- No
- Prefer not to say

Gender

This is recorded as male or female.

Gender Reassignment

Staff members were asked whether they defined themselves as transgender.

Ethnicity

Staff members were asked to classify themselves on the basis of the Census 2011 categories of ethnicity:

White

- English/Welsh/Scottish/Irish/Northern Irish/British
- Gypsy/Irish Traveller

Mixed/Multiple ethnic groups

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other mixed/multiple ethnic background

Asian/Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian background

Black/African/Caribbean/Black British

- African
- Caribbean
- Any other Black/African/Caribbean background

Other Ethnic Groups

- Arab
- Any other ethnic group
- Any other white background

Religion or belief

Staff members were asked to classify themselves on the basis of the Census 2011 categories of religion or belief:

- No religion
- Buddhist
- Christian
- Hindu
- Jewish
- Muslim
- Sikh
- Any other religion
- Prefer not to say

Sexual orientation

Staff members were given the options of:

- Heterosexual
- Gay woman/lesbian
- Gay man
- Bisexual
- Other
- Prefer not to say

Workforce Profile

Protected Characteristic	2014/2015	2013/2014	2012/2013
Age			
16-24	1.4%	1.9%	2.4%
25-34	24.2%	24.9%	26.5%
35-44	30.2%	30.3%	29.2%
45-54	34.1%	33.5%	32.3%
55-64	9.6%	8.5%	8.7%
65+	0.5%	0.8%	0.8%
Disability			
Disabled	3.5%	3.7%	3.6%
Non-disabled	90.0%	89.7%	89.3%
Not declared	6.4%	6.6%	7.1%
Gender			
Male	78.0%	78.7%	79.8%
Female	22.0%	21.3%	20.2%
Gender reassignment			
Transgender or Transsexual	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%
Ethnicity			
Black and ethnic minority	6.9%	7.1%	9.5%
White	89.0%	88.1%	85.5%
Not declared	4.1%	4.8%	5.0%
Religion or belief			
Religion or belief	50.0%	26.3%	50.7%
No Religion or Belief	30.1%	49.0%	24.6%
Not declared	19.9%	24.7%	24.7%
Sexual Orientation			
Gay/Lesbian/Bisexual/Other	1.7%	1.6%	1.9%
Heterosexual	78.4%	74.0%	73.7%
Not declared	19.9%	24.4%	24.4%

Workforce Profile by Pay Band

Protected Characteristic	Support: Apprentice - Grade 13	Support: Grade 14 - 18	Uniformed: Fire-fighter, Crew Manager & Watch Manager	Uniformed: Station Manager & Group Manager	Senior Management Tier	2014/2015 BFRS Profile
Age						
16-24	1.0%	0.0%	1.7%	0.0%	0.0%	1.4%
25-34	16.5%	13.2%	28.8%	0.0%	0.0%	24.2%
35-44	19.6%	13.2%	34.8%	26.1%	18.2%	30.2%
45-54	28.9%	42.1%	31.7%	73.9%	63.6%	34.1%
55-64	30.9%	31.6%	3.1%	0.0%	18.2%	9.6%
65+	3.1%	0.0%	0.0%	0.0%	0.0%	0.5%
Not declared	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Disability						
Disabled	9.3%	5.3%	1.4%	8.7%	9.1%	3.5%
Non-disabled	87.6%	92.1%	91.0%	82.6%	90.9%	90.0%
Not declared	3.1%	2.6%	7.6%	8.7%	0.0%	6.4%
Gender						
Male	28.9%	60.5%	90.8%	87.0%	72.7%	78.0%
Female	71.1%	39.5%	9.2%	13.0%	27.3%	22.0%
Not declared	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Gender reassignment						
Transgender or Transsexual	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Ethnicity						
Black and ethnic minority	11.3%	10.5%	5.0%	4.3%	0.0%	6.9%
White	88.7%	89.5%	89.6%	95.7%	100.0%	89.0%
Not declared	0.0%	0.0%	5.4%	0.0%	0.0%	4.1%
Religion or belief						
Religion or belief	67.0%	55.3%	44.2%	82.6%	72.7%	50.0%
No Religion or Belief	22.7%	36.8%	32.2%	13.0%	27.3%	60.1%
Not declared	10.3%	7.9%	23.6%	4.3%	0.0%	39.9%
Sexual Orientation						
Gay/Lesbian/Bisexual/Other	2.1%	0.0%	1.9%	0.0%	0.0%	1.7%
Heterosexual	84.5%	92.1%	74.9%	87.0%	100.0%	78.4%
Not declared	13.4%	7.9%	23.2%	13.0%	0.0%	19.9%

Job Applications – Support Staff

Protected Characteristic	2014/2015 BRFS Support Workforce Profile	2014/2015	2013/2014	2012/2013
Age				
16-24	0.7%	3.0%	11.7%	14.6%
25-34	15.1%	22.8%	17.3%	18.0%
35-44	18.7%	20.8%	16.5%	19.0%
45-54	32.4%	27.7%	25.8%	22.7%
55-64	30.9%	12.9%	10.9%	15.6%
65+	2.2%	0.0%	0.0%	1.4%
Not declared	0.0%	12.9%	17.7%	8.8%
Disability				
Disabled	7.9%	2.0%	5.2%	5.8%
Non-disabled	89.2%	91.1%	79.8%	85.4%
Not declared	2.9%	6.9%	14.9%	8.8%
Gender				
Male	37.4%	39.6%	49.2%	58.6%
Female	62.60%	55.4%	40.3%	33.6%
Not declared	0.0%	5.0%	10.5%	7.8%
Gender reassignment				
Transgender or Transsexual	0.0%	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%	100.0%
Ethnicity				
Black and ethnic minority	10.8%	27.7%	19.8%	17.6%
White	89.2%	63.4%	64.9%	74.2%
Not declared	0.0%	8.9%	15.3%	8.1%
Religion or belief				
Religion or belief	64.0%	61.4%	53.6%	62.0%
No Religion or Belief	25.9%	27.7%	27.4%	15.9%
Not declared	10.1%	10.9%	19.0%	22.0%
Sexual Orientation				
Gay/Lesbian/Bisexual/Other	1.4%	12.9%	15.3%	2.7%
Heterosexual	87.0%	85.1%	77.4%	84.1%
Not declared	11.5%	2.0%	7.3%	13.2%

Job Applications – Uniformed Staff

Protected Characteristic	2014/2015 BRFS Uniformed~ Workforce Profile	2014/2015	2013/2014	2012/2013
Age				
16-24	1.5%	3.0%	6.8%	5.5%
25-34	26.9%	22.8%	53.0%	43.6%
35-44	33.8%	20.8%	28.8%	29.1%
45-54	34.7%	27.7%	7.6%	20.0%
55-64	3.1%	12.9%	0.0%	0.0%
65+	0.0%	0.0%	0.0%	0.0%
Not declared	0.0%	12.9%	3.8%	1.8%
Disability				
Disabled	2.2%	2%	0.8%	1.8%
Non-disabled	90.3%	91.1%	93.9%	94.5%
Not declared	7.5%	6.9%	5.3%	3.6%
Gender				
Male	90.7%	55.4%	94.7%	94.5%
Female	9.3%	39.6%	3.8%	3.6%
Not declared	0.0%	5.0%	1.5%	1.8%
Gender reassignment				
Transgender or Transsexual	0.0%	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%	100.0%
Ethnicity				
Black and ethnic minority	5.1%	28.7%	7.6%	1.8%
White	89.6%	62.4%	84.8%	94.5%
Not declared	5.3%	8.9%	7.6%	3.6%
Religion or belief				
Religion or belief	45.7%	61.4%	45.5%	61.8%
No Religion or Belief	31.3%	27.7%	45.5%	21.8%
Not declared	23.0%	10.9%	9.8%	5.5%
Sexual Orientation				
Gay/Lesbian/Bisexual/Other	1.8%	85.1%	2.3%	1.8%
Heterosexual	75.7%	12.9%	87.9%	92.7%
Not declared	22.5%	2.0%	9.8%	5.5%

~ Uniformed Staff are those who are Wholetime, Retained and Control

Staff Starters

Protected Characteristic	2014/2015	2013/2014	2012/2013
Age			
16-24	12.2%	6.3%	11.4%
25-34	53.7%	45.8%	37.2%
35-44	19.5%	27%	17.1%
45-54	14.6%	14.6%	25.7%
55-64	0.0%	6.3%	8.6%
65+	0.0%	0.0%	0.0%
Not declared	0.0%	0.0%	0.0%
Disability			
Disabled	0.0%	2.1%	2.9%
Non-disabled	92.7%	95.8%	97.1%
Not declared	7.3%	2.1%	0.0%
Gender			
Male	80.5%	79.2%	82.9%
Female	19.5%	20.8%	17.1%
Not declared	0.0%	0.0%	0.0%
Gender reassignment			
Transgender or Transsexual	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%
Ethnicity			
Black and ethnic minority	12.2%	14.6%	2.9%
White	87.8%	85.4%	97.1%
Not declared	0.0%	0.0%	0.0%
Religion or belief			
Religion or belief	43.9%	45.8%	62.8%
No Religion or Belief	41.5%	31.3%	28.6%
Not declared	14.6%	22.9%	8.6%
Sexual Orientation			
Gay/Lesbian/Bisexual/Other	2.4%	4.2%	0.0%
Heterosexual	83.0%	77.1%	91.4%
Not declared	14.6%	18.7%	8.6%

Staff Leavers

Protected Characteristic	2014/2015	2013/2014	2012/2013
Age			
16-24	5.3%	3.8%	6.5%
25-34	21.1%	18.9%	17.7%
35-44	17.5%	17.0%	17.7%
45-54	36.8%	35.8%	32.3%
55-64	14.0%	17.0%	25.8%
65+	5.3%	7.5%	0.0%
Not declared	0.0%	0.0%	0.0%
Disability			
Disabled	3.5%	5.7%	3.2%
Non-disabled	91.2%	79.2%	95.2%
Not declared	5.3%	15.1%	1.6%
Gender			
Male	80.7%	86.8%	83.9%
Female	19.3%	13.2%	16.1%
Not declared	0.0%	0.0%	0.0%
Gender reassignment			
Transgender or Transsexual	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%
Ethnicity			
Black and ethnic minority	12.3%	9.4%	8.1%
White	84.2%	81.1%	91.9%
Not declared	3.5%	9.4%	0.0%
Religion or belief			
Religion or belief	50.9%	60.4%	48.4%
No Religion or Belief	24.6%	9.4%	17.7%
Not declared	24.6%	30.2%	33.9%
Sexual Orientation			
Gay/Lesbian/Bisexual/Other	1.8%	1.9%	4.8%
Heterosexual	78.9%	67.9%	67.7%
Not declared	19.3%	30.2%	27.4%

Promotions

Protected Characteristic	2014/2015	2013/2014	2012/2013
Age			
16-24	0.0%	0.0%	0.0%
25-34	22.2%	33.3%	30.3%
35-44	33.3%	40.0%	39.4%
45-54	33.3%	26.7%	30.3%
55-64	11.1%	0.0%	0.0%
65+	0.0%	0.0%	0.0%
Not declared	0.0%	0.0%	0.0%
Disability			
Disabled	5.6%	0.0%	87.9%
Non-disabled	94.4%	73.3%	9.1%
Not declared	0.0%	26.7%	3.0%
Gender			
Male	77.8%	100.0%	90.9%
Female	22.2%	0.0%	9.1%
Not declared	0.0%	0.0%	0.0%
Gender reassignment			
Transgender or Transsexual	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%
Ethnicity			
Black and ethnic minority	5.6%	13.3%	3.0%
White	94.4%	80.0%	90.9%
Not declared	0.0%	6.7%	6.1%
Religion or belief			
Religion or belief	66.7%	53.3%	51.5%
No Religion or Belief	22.2%	20.0%	18.2%
Not declared	11.1%	26.7%	30.3%
Sexual Orientation			
Gay/Lesbian/Bisexual/Other	5.6%	0.0%	9.1%
Heterosexual	83.3%	73.3%	66.7%
Not declared	11.1%	26.7%	24.2%

Grievances

Protected Characteristic	2014/2015	2013/2014	2012/2013
Age			
16-24	0.0%	0.0%	0.0%
25-34	0.0%	0.0%	0.0%
35-44	42.9%	0.0%	50.0%
45-54	42.9%	100.0%	50.0%
55-64	14.3%	0.0%	0.0%
65+	0.0%	0.0%	0.0%
Not declared	0.0%	0.0%	0.0%
Disability			
Disabled	0.0%	0.0%	0.0%
Non-disabled	71.4%	100.0%	100.0%
Not declared	28.6%	0.0%	0.0%
Gender			
Male	71.4%	100.0%	100.0%
Female	28.6%	0.0%	0.0%
Not declared	0.0%	0.0%	0.0%
Gender reassignment			
Transgender or Transsexual	0.0%	0.0%	0.0%
Not declared	100.0%	100.0%	100.0%
Ethnicity			
Black and ethnic minority	14.3%	0.0%	0.0%
White	57.1%	100.0%	100.0%
Not declared	28.6%	0.0%	0.0%
Religion or belief			
Religion or belief	28.6%	100.0%	50.0%
No Religion or Belief	42.9%	0.0%	0.0%
Not declared	28.6%	0.0%	50.0%
Sexual Orientation			
Gay/Lesbian/Bisexual/Other	0.0%	0.0%	0.0%
Heterosexual	71.4%	100.0%	100.0%
Not declared	28.6%	0.0%	0.0%