



# Public Sector Equality Duty Report

2021/2022

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உக இது ஆவண ஓ மா மொழிய, பெரிய அ அல பெரிய தேவபடா, எகைள தெடாட கொள தயக வேடா.

بڑے حروف کی چھپائی یا بریل میں درکار ہو تو برائے مہربانی بلا ، یہ دستاویز اگر آپ کو کسی دیگر زبان جھجک ہم سے رابطہ کریں

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# Introduction

**Equality, diversity and inclusion is cross cutting and is embedded into everything we do as a public service provider; it drives how we treat each other as members of the Fire Service; how we treat our customers; and how we interact with and deliver services for our diverse communities.**

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The information within this report aims to demonstrate how we are meeting the requirements as set out within the Equality Act 2010 and the Public Sector Duty which requires us to have due regard to the need to:

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

Public Authorities are required to publish information to demonstrate their compliance with the Public Sector Equality Duty on an annual basis. Our commitment to equality, diversity, inclusion and this duty is central to our culture, behaviours and core values. This is delivered through a number of the Brigade's strategic plans, which are driven through our leadership '**One Vision-One Team**' approach.

The Authority considers the impact of its policies and decisions on staff and the communities who are protected under the Act and strive to positively contribute to advancing and promoting equality, diversity and inclusion to all and:

- are fully committed to developing and supporting a culture of equality, diversity and inclusion in a bid to help build stronger communities
- will create a work environment that is free from unlawful discrimination, harassment and victimisation for all
- will advance equality of opportunity for, and foster good relations with; staff, visitors, contractors, service users and members of the public regardless of age, sex, race, disability, gender re-assignment, pregnancy or maternity, religious beliefs, sexual orientation or marital/parental status, or those disadvantaged by unreasonable conditions or requirements



# Our Equality, Diversity and Inclusion Strategy

**Our strategy drives the actions required against our equality objectives to achieve our equality outcomes, and cuts across all aspect of our work.**

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In terms of service delivery this particularly relates to our risk management, prevention, protection and emergency response strategies. In other areas it is specifically linked with our community and staff engagement and learning and development strategies.

There are a number of key documents that underpin our work in relation to equality, diversity and inclusion including:

- Recruitment and Selection Policy and Procedure
- Dignity at Work Policy and Procedure
- Grievance Policy and Procedure
- Disciplinary Policy and Procedure
- Flexible Working Policy and Procedure
- Annualised Hours Policy and Procedure
- Pay Policy Statement

To ensure that equality, diversity and inclusion is fully integrated and embedded across the Brigade we will:

- publish and promote our Equality, Diversity and Inclusion Policy and Strategy to all staff, contractors and where appropriate, service users
- train all employees to ensure that they understand their rights and responsibilities under the Equality, Diversity and Inclusion Policy
- build equality, diversity and inclusion into our decision making, business planning and service delivery process
- support local communities and encourage them to be involved with decision making about the services which affect them, designing our services to meet the differing needs of the community
- work in partnership with voluntary, private and other public sector organisations and trade unions to ensure equal access to our services



# Highlights Of Our Work 2021/22

These are just some of the activities we have carried out over the year:

- Refreshed our Equality Impact Assessment (EqIA) procedure and rolled out training to all managers regarding completion of EqIA's
- Supported 'International Day against Homophobia, Bi-phobia and Transphobia' (17th May 2021) by sharing information with all our staff to raise awareness. The Rainbow Flag was also flown at our Community Fire Stations and at our central Training and Administration Hub
- Supported individuals with diverse backgrounds through our 'work experience' programmes
- Delivered a 'Menopause Awareness' session which all staff could join in, which was supported by our Womens Staff Network. Learning from this session was also used to inform a review our Menopause Guidance for Managers document
- Held our Equality Diversity and Inclusion annual conference, entitled ' Being inclusive = Being Healthy'
- Revised our Flexible Working policy and procedure
- Developed 'IN' brand for our recruitment materials
- Supported 'International Womens Day' (8th March 2022)
- Continued to share best practice and work actively and collaboratively with other local organisations being part of the Tees Valley Inclusion Network and the Local Government Equalities Network
- Continued to take an active role in the Equality Diversity and Inclusion work being undertaken by the National Fire Chiefs Council

**We are only able to highlight the key areas of our work in relation to Equality within this document.**

There are other published documents available on our website which outline in much greater detail the work Cleveland Fire Brigade has been involved in which furthers the aims of the Public Sector Equality Duty. These include our Workforce Profile Analysis Report, Gender Pay Gap Report and voluntary Ethnicity Pay Gap Report.

[www.clevelandfire.gov.uk](http://www.clevelandfire.gov.uk)



## Gender Pay Gap Reporting

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 came into force on March 2017. The regulations impose a requirement on public authorities to publish gender pay gap information relating to employees. The gender pay gap information was published on both the Authority's own external website as well as the dedicated Government website.

The gender pay gap refers to the difference in average pay between men and women working in an organisation. The reporting of the gender pay gap is different from equal pay reporting although they both deal with pay that women receive in the workplace. Equal Pay means that men and women doing the same job must receive equal pay. It is possible to have equality of pay, but still have a gender pay gap. We have a pay grade structure in place to ensure equal pay for those staff carrying out the same job, on the same grade with progression due to competence and not gender.

Gender pay reporting involves carrying out calculations that show the difference between the average earnings of men and women in our organisation. We use the results to assess the levels of gender equality in our workplace, the balance of male and female employees at different levels and how effectively skills are maximised and rewarded. The gender pay gap is expressed as a percentage of the difference in the hourly rate of pay between males and females. There are two calculations: the mean (average) and the median (the middle point in the sample).

Description	Mean Hourly Rate
Male	15.61
Female	14.53
Mean Gender Pay Gap	6.9%
Pay Gap	1.08

The table opposite shows that there is a gender pay gap across the organisation meaning that male staff are paid more than female staff on average. This is slightly greater than last year's figure of 6.40% (£0.98), but significantly lower than the reported national average gender pay gap of 15.4%

Source ons.gov.uk  
Snapshot 31 March 2021

The table opposite shows that overall, for median hourly pay, there is a gender pay gap of 4.8% which is a change from last year when the gap was 2%.

Description	Median Hourly Rate
Male	14.96
Female	14.24
Median Gender Pay Gap	4.8%
Pay Gap	0.72

The Brigade recognises that occupational segregation in the organisation is the primary cause of the pay gaps, arising primarily from societal attitudes that shape employment patterns, particularly in the Fire Service labour market.

The Brigade has an Equality Impact Assessment process to ensure that equality issues are considered at the formative stages of policy formulation, and which ensures that each policy supports the Brigade's commitment to equality. The Brigade considers that occupational segregation can best be addressed by ensuring our recruitment, selection and development processes are free from discriminatory elements, and encourage applications from all parts of the organisation and the community.

We will continue to work in partnership with the appropriate bodies, including trade union representatives, to ensure that our policies and processes are subject to scrutiny and challenge.

By ensuring that equality is at the heart of our pay grading, recruitment, selection, and development, the Brigade will ensure equality of pay and opportunity for all employees, and seek to develop an engaged, high-quality workforce that is representative of our communities in all functions and at all levels of the organisation.

**"We want to ensure that Cleveland Fire Brigade is a great, fair and inclusive place to work"**

For more detailed information please refer to our Gender Pay Gap Report which is published on our website



## Diversifying Our Workforce



Cleveland Fire Brigade is committed to achieving a workforce that is representative of the community it serves, and in doing so, encourages individuals from minority groups and communities to engage with recruitment opportunities, as permitted within UK employment equality legislation.

We acknowledge that we are not yet fully representative of our local community in some parts of our workforce and are working to address this imbalance through a variety of actions, which includes our arrangements for recruitment.

We want to recruit talented people with a diverse range of skills and experiences, who share our values and passion in making a difference to our local communities. Recruiting from the widest pool of people will mean we can employ individuals who understand different cultures and lifestyles and are willing to use those skills to the benefit of the community and the organisation.

Our Positive Action Recruitment Framework, continues to be integral in our recruitment processes. Positive Action is a lawful approach within the Equality Act 2010, and simply means the steps an employer can take which seek to level the playing field for under-represented groups by providing advice, guidance and support where required, whilst still maintaining the highest standards for recruitment and selection. The approach we take with regards to using positive action in our recruitment is compliant with legislation as well as the requirements set out within the Fire & Rescue National Framework with regards to equality, diversity and inclusion.



Our activities are targeted to encourage applications for employment from those groups who are currently under-represented within our workforce with the aim of helping us to achieve:

**'AN INCLUSIVE AND GREAT PLACE TO WORK'**

## Our Workforce Profile

Our workforce diversity is monitored by the collection of data from application forms for all recruitment and selection processes, surveys, training and discipline, grievance and dignity at work cases. This monitoring enables us to measure performance and changes made over time in relation to diversity within the workforce.

We provide statistics about our workforce to the Government on an annual basis at the end of each financial year.



The following data provides an analysis on how representative the Brigade is of the population it serves, and how it compares with the rest of the Fire and Rescue Services in England.



### Age

- the highest proportion of staff fits within the 36-45 age group. The average of all staff working within England's F&RS is between 46 -55
- the highest proportion of firefighters within CFB fall within the 36-45 age group which is the same as in England
- the average age of support staff in CFB is 47. The average age of support staff in England's F&RS is 46
- the average age in control at CFB is 48 whereas the average age of control staff within the whole of England's F&RS is 42



### Religion

- 29.3% of all staff identify as being Christian, 39.9% identify as having no religion, 0.7% identify as Muslim, 29.3% (168) did not state their religion
- across the England F&RS 31.4% identified as being Christian; 31.8% identified as having no religion, 29.7% did not state their religion
- within the local community 68% identified as being Christian and 22.3% identified as having no religion



## Sex

- the % of all females employed within CFB is 20.2% which is higher than the % in the English F&RS which is 18.6%
- the gender split within the local community shows that 50.9% of the working population is female
- the % of females employed as Wholetime Firefighters within CFB is lower than the English F&RS % (6.2% and 8.7% respectively)
- 54.5% of Support staff at CFB are female
- the % of females employed as Fire Control staff within CFB is 83.3% which is slightly higher in the English F&RS as a whole at 76.8%



## Sexual Orientation

- 3.9% of those working within English F&RS classed themselves as Lesbian/ Gay/ Bisexual
- 1.8% of those living in the Cleveland area classed themselves as Lesbian/ Gay/ Bisexual
- 1.7% within the Brigade identified as Lesbian/ Gay/ Bisexual which is a slight increase since last year (1.4%)
- 23% of all staff have not declared their sexuality, however this figure has reduced since last year (from 27.9%) which is encouraging as people feel happy to share this information



## Ethnicity

- 95.1% CFB staff identify as British White
- CFB staff who identify as Non-British White, Mixed background, Asian, Black, Latino make up 2.42% of the workforce, 2.42% did not declare their ethnicity
- of those stating an ethnicity across all English F&RS 5.6% were from an ethnic minority group
- 5.5% of the Cleveland area is made up of ethnic minority residents
- Within the Cleveland area, Middlesbrough has the highest concentration of ethnic minority communities



## Disability

- Across the local community 20.5% are being limited either a little, or a lot, by long-term health problems
- Within CFB 2.3% of staff have shared that they have a disability, 26.1% have not stated whether they have a disability.

**UNAVAILABLE DATA: PREGNANCY; GENDER REASSIGNMENT; MARRIAGE; CIVIL PARTNERSHIP**

## What Does our Data Tell Us?

We are keen to ensure that the monitoring data collated in this report is used to inform our employment practices and service delivery.

In terms of recruitment, we will continue to run positive action initiatives to attract under-represented groups to careers with Cleveland Fire Brigade. Those groups have been identified currently as women in operational roles, men in fire control roles, members of Black, Asian and Minority Ethnic groups and LGBTQ+ communities across all roles and people in the 17-24 age bracket. With each commencement of campaign and positive action plan the data with reference to the community and workforce is analysed and detailed in the plan to inform the subsequent actions.

Active attendance by Crews, Operational Management and Human Resources at taster days, community events, on-line interactive information sessions and myth busting activities will continue to be used to break down any barriers to recruitment and increase our engagement with those communities. The Brigade has a new Human Resources software system which allows staff to enter and modify their personal data, which it is hoped will increase the number of employees providing diversity data and ensuring it is contemporaneous.

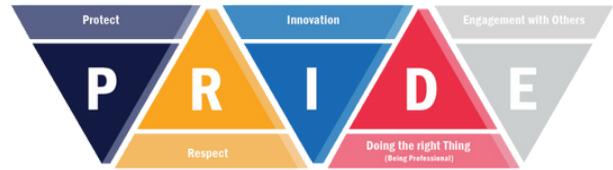
As an **'Employer of Choice'** we will build upon our success and reputation as a **'Disability Confident Leader'** that actively seeks out and hires skilled disabled people and continuing to provide support in the workplace to existing staff. We are committed to doing further work in this area to ensure inclusivity for people with both visible and hidden disabilities.

It is important that we share information about our workforce profile to the public and our staff in particular with regards to why monitoring data is collected, what it is used for and why the Brigade uses positive action for recruitment purposes. This will hopefully encourage individuals to provide their data in the knowledge that it will be held securely and used for specific purposes.



# Creating An Inclusive Culture

**Creating an inclusive culture starts with having the right values and behaviours in place.**



Our Values and Ethical Behaviour Framework is well-embedded in Cleveland Fire Brigade and are the building blocks upon which our culture is based.

Together with the Code of Conduct, our Values and Ethical Behavioural Framework sets out those standards that uphold our organisational culture. Strong ethical behaviour will influence how our staff and those that use our services view us and the way in which we conduct our business.

The achievement of Cleveland Fire Authority’s vision, mission and goals is built on having a safe and healthy workforce that is truly motivated and working together for a common and meaningful purpose. Keeping people safe from harm and creating safer, stronger communities is not just about what we do (our technical competence) or what we know (our knowledge and experience), it is all underpinned by our culture (how we do things around here) which is made up of our systems, structures, working practices; all of which centre around our shared values.

Aligned to the Core Code of Ethics for Fire & Rescue Services (England), we believe that by living our values every minute of every day and demonstrating the behaviours set out in this framework, we can all contribute to developing our ‘one vision, one team’ approach and creating a constructive and supportive working culture that makes Cleveland Fire Brigade .....

**..... A great place to work!**



## Our Staff Networks

**We are clear that all of our people have a part to play in ensuring we always provide an inclusive environment.**

Equally, we understand the important role our staff networks play in helping us to create that inclusive environment, achieve change, and provide support the employee journey for new and existing staff. As part of our strategy to create a truly inclusive workplace staff were invited to establish a number of staff networks, with the aim of bringing people with shared characteristics together, as well as involving those who wish to support and learn about that particular community (known as Allies).

We have four staff networks:

- Women
- LGBTQ+
- Disability
- Cultural Diversity

Aimed at building upon our achievements within each of these areas, these groups provide an opportunity for staff to connect, share thoughts and ideas, socialise and celebrate their diversities whilst supporting one another in a safe environment.

The groups discuss issues of relevance to their communities, identify ways to engage the wider workforce in inclusion activities and ensures the service makes decisions which consider the impact on equality.

Staff Networks are run by the members, with administrative support from the Brigade's Equality, Diversity and Inclusion Human Resources (HR) Advisor. Each Network has selected their own Chair and established Terms of Reference which govern the remit of the group. The networks meet regularly (at least quarterly) and the Chairs of each of the network group are members of the Brigade's Equality and Diversity Board which provides a strategic platform, led by the Chair of the Fire Authority, to raise issues and make suggestions for change. The network Chairs also collaborate locally within the Tees Valley with network Chairs from other organisations, such as Further Education, Police and the NHS.



# More About Our Activities Throughout The Year.....in Pictures

## Standing up to Homophobia, Bi-phobia and Transphobia

On 17 May 2021 the Rainbow Flag was flown at our Fire Stations and at the Training and Administration Hub to show support for the LGBTQ+ Community on IDAHOBIT day. Photographs were taken of staff in front of the flag to show their solidarity with the LGBTQ+ community. This was publicised on our social media sites and in our staff magazine Firewire.



Liked by alisonfarndale and 49 others  
clevelandfbuk This International Day Against Homophobia Biphobia & Transphobia, and every other day, we are proud to support our staff, colleagues.



## PRIDE Events

The Brigade was proud to attend Durham, Darlington and Middlesbrough Pride events in 2021/2022, collaborating with our colleagues from County Durham Fire and Rescue Service and supporting local charities such as Hart Gables.

## Annual EDI Conference 'BEING INCLUSIVE = BEING HEALTHY'

It is particularly important to us that we continue to ensure our workplace is inclusive and that we keep the health of the workforce a priority. As a Brigade we see the two issues as intrinsically linked and at our annual conference heard from speakers who had a journey of discovery to share and how embracing the learning for an inclusive workplace leads to a healthier, happier workforce



# More About Our Activities Throughout The Year.....in Pictures

## Positive Action Recruitment Campaign

As part of the Brigade's approach to increasing the diversity of the workforce, a positive action campaign was utilised as part of the 2021 On-Call Firefighter Recruitment. With females and members of diverse ethnic groups being currently under-represented in this role, a targeted campaign was delivered with the aim of attracting and recruiting more individuals from these groups. We developed a short video which was released on social media, showing two of our existing on-call female firefighters; held a series of on-line information sessions featuring some of our male and female Firefighters, including some of our staff from different cultural backgrounds. Open days were also key to this positive action campaign and these took place on a number of Fire Stations and this allowed staff to speak directly to the public about opportunities and answer any questions.



## International Womens Day

To mark International Women's Day this year, the Brigade showcased on social media some of the work that women in our service do.



## Supported Work Experience

We are keen to support people with different needs and from different backgrounds with work experience. We are also looking to develop a relationship with the Business School at Teesside University to provide internships for international business students.

## Publication

This report, in addition to other reports referenced, are published on the Brigade's external website at: [www.clevelandfire.gov.uk](http://www.clevelandfire.gov.uk)

Copies of the report will be made available to all Departments, Fire Stations, Partner agencies, local equality organisations and interested parties on request.

The report will be made available in other languages, large print, Braille, audio, etc. on request. Please contact our Communications Team using the details below, if you require information about this report in an alternative format.

Statistics sourced from:

- [https://www.nomisweb.co.uk/census/2011/key\\_statistics\\_uk](https://www.nomisweb.co.uk/census/2011/key_statistics_uk)
- <https://www.gov.uk/government/statistical-data-sets/fire-statisticsdata-tables#workforce-and-workforce-diversity>

## Cleveland Fire Brigade

**'A great, fair and inclusive place to work'**







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