



**Public Sector Equality Duty Report
2017/2018**

EQUALITY REPORT 2017/18

Cleveland Fire Authority (CFA) is pleased to share its Equalities annual report for 2017/18. The report provides an update on the work Cleveland Fire Brigade (CFB) has undertaken to promote equality, diversity and inclusion over the year leading to March 2018.

The report also provides the relevant information to support our legal responsibilities under the Equality Act 2010 which legally protects people from discrimination in the workplace and in wider society.

The Public Sector Equality Duty requires public bodies 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.

The Public Sector Equality Duty means that public bodies have to consider all individuals when carrying out their day to day work in shaping policy, delivering services and in relation to their employees.

The Authority considers the impact its policies, decisions and operational duties has on its staff and the community who are protected under the Act and strive to positively contribute to advancing and promoting equality, diversity and inclusion to all.

- We are fully committed to developing and supporting a culture of equality, diversity and inclusion in a bid to help build stronger communities.
- We will create a work environment that is free from unlawful discrimination, harassment and victimisation for all.
- We will advance equality of opportunity for and foster good relations with staff, visitors, contractors, service users and members of the public regardless of their age, gender, race, colour, ethnic or national origin, nationality, creed, disability, trade union activities, political, or religious beliefs, sexual orientation or marital/parental status, or be disadvantaged by unreasonable conditions or requirements.

A lot has happened over last 12 months and below are some of the highlight achievements and key updates:

- Launched our Equality, Diversity & Inclusion Strategy 2018-2020 and established our Equality, Diversity & Inclusion Forum (EDIF)
- Published our Gender Pay Gap Report 2016/17 & Workforce Profile Analysis 2017/18
- Worked with colleagues in other emergency services to end mental health stigma and discrimination in the workplace.
- Signed up to the Dying to Work Campaign.
- Celebrated International Women's Day.
- Reviewed our Anti Bullying & Harassment, Grievance and Disciplinary policies.
- Achieved the "Maintaining Excellence" Better Health at Work Award.
- Introduced flexible working opportunities for the operational workforce.
- Delivered Equality, Diversity and Inclusion training across our workforce.
- Introduced an emergency call service for the hard of hearing.
- Supported a number of community events.

EQUALITY, DIVERSITY & INCLUSION STRATEGY 2018 – 2020

The CFA published its Equality, Diversity & Inclusion Strategy 2018 – 2020 in September. The strategy included new equality objectives to be delivered. As part of its development consultation was undertaken with member's staff and the public via our website, Equality North East, Lead of the Inclusive Fire Service Group and Tees Valley Equality and Diversity Group. The Local Government Association and the National Fire Chiefs' Council's Equality Framework for Fire and Rescue Services have been considered within the strategy.

The strategy;

- Recognises that equality, diversity and inclusion are cross cutting and must be embedded into everything we do.
- Drives how we treat each other as members of the Fire Service; how we treat customers; and how we interact with and deliver services for our diverse communities.
- Ensures the safety and wellbeing of its communities by focussing on the need to positively impact our communities and employees:
 - **Our Communities** by delivering efficient, effective, responsive and accessible prevention, protection and emergency response services
 - **Our Employees** by creating a work environment of equal opportunities; that is free from discrimination; where people thrive and where everyone recognises the positive contribution and value of diversity
- Its success will be determined by the achievement of our equality objectives and associated outcomes.

Our equality, diversity and inclusion outcomes and objectives are based on five key themes;



Political and Professional Leadership

Equality Outcome: We will have political and professional leaders who promote equality, diversity and inclusion.

Equality Objectives: We will seek regular opportunities for our leaders to promote EDI. Comply with legislation in relation to equality, diversity and inclusion. Drive improvements in equality, diversity and inclusion. Promote and enforce professional standards of behaviour

Inclusive Culture

Equality Outcome: We will have a working environment that celebrates and supports equality, diversity and inclusion.

Equality Objectives: We will create a working environment that is free from discrimination, victimisation and harassment. Support the mainstreaming of equality and diversity and the development of an inclusive culture. Positively engage and inform staff.

Recruitment, Progression and Retention

Equality Outcome: We will have a diverse workforce that increasingly reflects our communities.

Equality Objectives: We will proactively market the varied work of and the career opportunities within the brigade to attract and retain more applicants from diverse backgrounds. Have promotion processes that support equality, diversity and inclusion. Ensure the proportionate retention of staff in order to achieve appropriate representation of our diverse communities

Delivering Services to Diverse Communities

Equality Outcome: We will have accessible services that are responsive to the needs of our diverse communities.

Equality Objectives: We will use risk based intelligence to inform our Community Risk Management Plan and proactively improve the safety of our most vulnerable communities. Positively engage with our communities to shape the design and delivery of services

Positive Purchasing Power

Equality Outcome: We will have procurement that advances equality of opportunity and secures efficiencies.

Equality Objectives: We will mainstream equality considerations into our procurement processes. Improve transparency and accountability of equality and diversity in procurement

The action plan resulting from the EDI strategy is driven and delivered with the assistance of the newly formed Equality, Diversity and Inclusion Forum (EDIF).

EQUALITY, DIVERSITY & INCLUSION FORUM (EDIF)

We established an Equality, Diversity and Inclusion Forum (EDIF) to drive and complete all the equality outcome and objectives that are set out in our EDI Strategy, these being;

- To deliver efficient, effective, responsive and accessible prevention, protection and emergency response services to our communities.
- To create a working environment of equal opportunities; that is free from discrimination; where people thrive and where everyone recognises the positive value of diversity.

EDIF Meetings are scheduled quarterly in May; August; November and February each year and is chaired by the Chair of Cleveland Fire Authority. The Forum consists of 40 members of staff from all areas and ranks of the organisation.

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. Cleveland Fire Authority pays all staff the same pay grades for doing the same jobs.

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).

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|--|---------------------|---------------------|-----------------------------------|
| For mean hourly pay it can be seen that there is a negative gender pay gap across the organisation meaning that male staff are paid more than female staff on average. | | Mean Hr Rate | |
| | Male | £14.66 | <p>Mean Gender Pay Gap</p> |
| | Female | £13.73 | |
| | Mean Gender Pay Gap | 6.34% | |
| Pay Gap | £0.93 | | |

| | | | |
|--|---------------------|-----------------------|-------------------------------------|
| The data shows that overall, for median hourly pay; there is a gender pay gap of 3%. | | Median Hr Rate | |
| | Male | £13.96 | <p>Median Gender Pay Gap</p> |
| | Female | £13.53 | |
| | Mean Gender Pay Gap | 3% | |
| Pay Gap | £0.43 | | |

The data shows that overall, for median hourly pay; there is a gender pay gap of 3%. The primary cause of the gender pay gap is an imbalance in the number of men and women throughout the organisation and hierarchy. Men are over represented and inevitably in more senior positions receiving the highest pay. This has a direct impact on the gender pay gap.

Occupational segregation is another issue that impacts on the gender pay gap within our Brigade and across all fire and rescue services nationally. This is particularly evident in the operational roles where women are disproportionately underrepresented. Women account for a high proportion of employees on flexible working arrangements. This often means a reduction in working hours each week. This has an impact on support staff more than the operational duty system. The EDI strategy supports addressing the gender pay gap by:

- Forming partnerships with other organisations to identify best practice.
- Keeping the Recruitment and Selection procedure under review to ensure it remains free from discrimination, encourages/supports applicants from all sections of the workforce and wider communities.
- Increase the number of Positive Action campaigns we undertake to encourage applicants from all sections of the community to seek employment with the Brigade, and to address societal stereotypes regarding traditional patterns of employment.
- Develop employee forums and support networks to identify areas of best practice in our employment practices, and identify areas for improvement.

WORKFORCE PROFILE 2017-2018

Our workforce diversity is monitored by the collection of data from application forms, surveys, internal promotion processes, training and discipline/grievance cases. This monitoring enables us to measure performance and changes made over time in relation to diversity within the workforce.

A requirement of the EDI Strategy is that this information is refreshed annually with any actions for considerations being fed back into a strategy review. Analysis of the workforce profile aims to provide an analysis on how representative the Brigade is of the population it serves, and how it compares with the rest of the UK Fire and Rescue Services (UK F&RS). The EDIF provides a platform for discussion in relation to the changing Workforce Profile. Key findings to emerge from the Workforce Profile Analysis are summarised below;

CURRENT WORKFORCE PROFILE

- 55% of the Brigade's workforce is whole-time operational firefighters. The predominant age is 46-55. 82% of the Brigade's workforce is male. 1.7% of the Brigade's workforce BAME.

AGE

- The age profile of **all staff** within CFB *closely reflects all staff working within UK F&RS but does not reflect the population of Cleveland.*
- The age profile of **firefighters** within CFB *closely reflects firefighters working within UK F&RS but is predominantly older than the population of Cleveland.*
- The age profile of **support staff** within CFB is *younger than support staff working within UK F&RS but reflects the Cleveland area (within the exception of the youngest category).*
- The age profile of **control staff** within CFB is *older than control staff working within UK F&RS and significantly older than the population of Cleveland.*

SEX

- The % of **ALL females** employed within CFB *closely reflects the UK F&RS picture but not the gender split within Cleveland.*
- The % of females employed as **FIREFIGHTERS** within CFB *closely reflects the UK F&RS picture but not the gender split within Cleveland.*
- The % of females employed as **SUPPORT STAFF** within CFB *closely reflects the UK F&RS picture and the gender split within the population of Cleveland.*
- The % of females employed as **CONTROL STAFF** within CFB *varies from the UK F&RS picture and is much greater than the % of females within the population of Cleveland.*

ETHNICITY

- CFB workforce made up of approximately **1.7%** ethnic minority staff. Of those stating an ethnicity across all UK F&Rs, **4.5%** were from an ethnic minority group and 5.6% of the Cleveland area is made up of ethnic minority residents.

SEXUAL ORIENTATION

- 2.7% of those working within UKF&RS classed themselves as Lesbian/ Gay/ Bisexual.
- 1.8% those living in the Cleveland area classed themselves as Lesbian/ Gay/ Bisexual.
- 1.49% within the Brigade classed themselves as Lesbian/ Gay/ Bisexual.

RELIGION

- Across the UK F&RS 58% of the sample identified as being Christian; **36%** identified as having no religion.
- Across the local community **68%** of the sample identified as being Christian and **22.3%** identified as having no religion.

DISABILITY

- Across the local community **10.6%** identified as having long term health problems;
- Within the Brigade **3.9%** identified with long term health problems.

UNAVAILABLE DATA

- Pregnancy/ gender reassignment/ marriage/ civil partnership

We are keen to ensure that the monitoring data collated in the Workforce Profile report is used to inform our employment practices and service delivery. As a result, it has been identified that women and members of BME and LGBT+ communities are underrepresented in the service, particularly in operational roles. Therefore we have scheduled a number of positive action initiatives, including attending community events, schools' career days, holding awareness sessions, developing online resources for potential applicants in order to raise awareness about firefighting career and encourage members of underrepresented groups to apply.

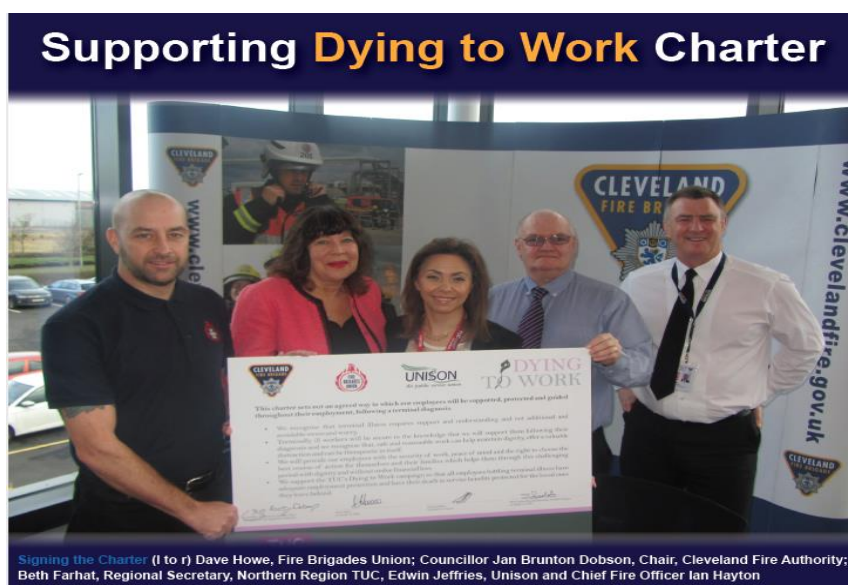
WORKING TOGETHER FOR MENTAL HEALTH

We lined up with Cleveland Police, the North East Ambulance Service, RNLI, coastguards and mountain rescue to take part in a video which was released as part of Blue Light campaign for Mental Health Awareness week in May to end the mental health stigma and discrimination in the workplace. The Blue Light scheme is in partnership with the charity MIND and focuses on signposting colleagues to get the help they need with mental wellbeing.



PLEDGING SUPPORT TO EMPLOYEES DIAGNOSED WITH A TERMINAL ILLNESS

We pledged to support, protect and guide any staff diagnosed with a terminal illness by signing-up to the TUC “Dying to Work” charter. The Dying to Work charter recognises that terminal illness requires support and understanding. It provides reassurance for terminally ill employees who are secure in the knowledge they will be supported in that they will have security of work, peace of mind and the right to choose the best course of actions for themselves and families. All employees battling terminal illness will have adequate employment protection



INTERNATIONAL WOMEN'S DAY

International Women's Day is a global day celebrating the social, economic and political achievements of women. They day also marks a call to action for accelerating gender parity.

We celebrated the day by showing support from all levels of the organisation and we took photos of various members of staff holding selfie-cards with supportive quotes. We wanted our current female members of staff feel supported as well as show potential future female employees that we are an organisation worth being part of.



ANTI BULLYING & HARRASSMENT, GRIEVANCE AND DISCIPLINARY POLICY DEVELOPMENT

Whilst there have been no legislative changes specific to bullying, harassment, discipline or grievance the Brigade completed a review of its policies and procedures as it was considered important that they were updated in acknowledgement of changes in society and workforce culture.

BETTER HEALTH AT WORK AWARD

The Better Health at Work Award recognises the efforts of local employers in addressing health issues within the workplace. Whilst many organisations already promote healthy lifestyles and consider the health of their employees, the Award recognises the achievements of organisations and helps them move forward in a structured and supported way.

There are 5 levels to the Award – Bronze, Silver, Gold, Continuing Excellence and Maintaining Excellence with appropriate criteria at each stage to build into an Award Portfolio.

The Brigade has successfully worked through all the levels and was received the Continuing Excellence Award following a recent onsite assessment which was completed by the awarding body's verification panel.

FLEXIBLE WORKING FOR THE OPERATIONAL WORKFORCE

In its strive to be an equal opportunities employer the Brigade recently introduced the opportunity for its operational workforce to work flexibly. The Brigade recognises that a better work-life balance can improve employee motivation, performance and productivity, and reduce stress. Therefore, it endeavours to support its employees to achieve a better balance between work and other priorities; such as caring responsibilities, leisure activities and further learning.

EQUALITY, DIVERSITY AND INCLUSION TRAINING

This year the Brigade provided equality and diversity related and unconscious bias training to its entire workforce. The training was aimed to raise awareness of equality, diversity and inclusion with specific focus equality, diversity and inclusion within not only the Service but in the communities we serve.

EMERGENCY CALL SERVICE FOR HARD OF HEARING

We made it easier for the hard of hearing and deaf to raise the alarm in the event of an emergency with an app service which enables them to get in touch immediately without having to get anyone else to speak to a fire control operator on their behalf. The Texmee app provides a rapid response as soon someone clicks on the Cleveland Fire Brigade logo and allows them to start typing in real time terms as there is no send button. The message lets the operator know of the emergency and enables them to respond with further questions to enable the Brigade to obtain the address and type of incident.

ENGAGEMENT WITH OUR COMMUNITIES

We participated in the Tees Valley Rainbow Rounders event which is a celebration of the Stonewall Rainbow Laces initiative which sees national teams, leading clubs, top athletes and fans from across sport, show their support for LGBT people by wearing rainbow laces in their sports shoes.



NATIONAL CITIZEN SERVICE GRADUATION

We linked up with the National Citizen Service to deliver a summer programme of courses aimed at young people to provide them with a kick-start in learning new life skills. At the end of the course they graduated with a nationally recognised volunteering qualification. Twenty five young people, aged 16 and 17 from the local region received their certificates at a special graduation ceremony.



PUBLICATION

This report, in addition to other reports referenced, are published on the Brigade's external website at: **www.clevelandfire.gov.uk**

Copies of the report will be made available to all departments, stations, partners, 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.

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