

10. Employment Monitoring 2011/12

Purpose of report

1. To provide the Policy and Resources Committee with the annual Employment Monitoring report for year ended 31 March 2012.
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Recommendation

The Chief Fire Officer recommends that the Policy and Resources Committee note this report.

Background

2. The Equality Act requires the Service to publish information relating to the protected characteristics i.e. race, gender, age, disability, religion/belief, sexual orientation, gender reassignment, pregnancy and maternity.
3. This report provides data in relation to the Service's employment profile and monitoring data from 1 April 2011 to 31 March 2012 which is detailed in Appendix 1.

Key Trend Information

Staff in Post

4. Overall the Service has a Black and Minority Ethnic (BME) workforce of 2.8% which is an increase of 0.3% based on 2010/11 staffing levels. During this period the Service has recruited three Retained Duty System (RDS) Firefighters who have a BME background. Future annual reports will reflect the BME composition of our local communities.
5. It should be noted that the Black and Minority Ethnic (BME) total working age population is based on the most recent available census data as follows:
 - Herefordshire 2.9%
 - Worcestershire 5.9%
6. Whilst the overall number of female staff remains the same as last year there has been one female Retained Duty System (RDS) Firefighter recruited (plus an additional one who commenced in June 2012).
7. There has been an increase of 4 members of staff (2 wholetime, 2RDS), who class themselves as disabled i.e. 1.1% to 1.5%.
8. There has been an increase of 7 members of support staff who are aged over 55 i.e. 21.6% to 27.1%.

9. Whilst the Sexual Orientation figures for members of staff who are Gay/Lesbian/Bisexual have remained the same there has been an increase in the numbers of staff who have updated their details relating to their sexual orientation.
10. There has been an increase of 5 members of staff reporting a religion or belief other than Christian.
11. We have no employees who have undergone gender reassignment.
12. This year we have had 5 pregnant employees (2 wholetime, 3 support staff).

Applications for Employment

13. We have seen an increase of 1 BME applicant for RDS each year during the last three years. Last year there were 7 BME candidates who applied for an RDS firefighter post of which 3 were successful. 3 were unsuccessful at the psychometrics and 1 candidate was not appointed following the process.
14. We are currently reviewing our recruitment processes to enable us to increase our attraction rates from underrepresented groups. In the last year we changed the requirement around psychometric tests which has enabled candidates who have achieved GCSE A* - C or equivalent in English Language and Maths to be exempt from this element of the selection tests.
15. The overall percentage of female applicants for RDS has increased this year, we received 13 applications from female of which two were successful compared to one last year. It should be noted that one female commenced in June 2012.
16. Two female RDS candidates withdrew their applications (1 before starting the process, 1 after the psychometrics) and the others were unsuccessful at the following stages; 4 at psychometrics and 5 at physical tests.

Applications for Promotion

17. This year there have been 86 applications for promotion compared to 10 applications last year. 52 wholetime, 32 RDS and 2 support staff.
18. 1 applicant was White Irish and 1 BME, 5 applicants were female and 1 applicant was disabled.
19. None of the applicants had a sexual orientation other than heterosexual or a religion/belief other than Christian.

Leavers

20. During the year there were 68 employees who left the Service compared to 83 leavers last year. There were 3 BME, 9 female and 3 disabled (note: this was 1 person who was re-employed on 3 separate temporary contracts). No leaver had a sexual orientation other than heterosexual or a religion/belief other than Christian.
21. Out of the 68 leavers this year, 10 retired (8 uniformed, 2 support), 43 resigned (2 wholetime, 30 RDS, 11 support), 7 had their contract terminated (2

wholetime, 1 RDS, 4 support), 6 were made redundant (6 support staff) and 2 RDS staff left due to other reasons.

22. The main reason for RDS employees resigning was for personal reasons and/or they were relocating. The main reason for support staff leaving was to take up another post with another organisation.
23. Out of the 68 leavers, 5 have completed exit questionnaires and attended exit interviews. Every employee who leaves the Service, (other than those that are dismissed) are offered an exit interview. This practice will be reviewed to ensure effective monitoring is in place.

Disciplinaries

24. There were 8 formal disciplinaries which is an increase of 3 compared to last year.

Grievances

25. The Service received 9 formal grievances which is a reduction of 5 compared to last year.

Bullying and Harassment complaints

26. There were four complaints received of a bullying and harassment nature, which is an additional 1 complaint compared to last year.

Conclusion/Summary

27. The report provides commentary to identify trends and any relevant actions that are required.

Financial Considerations

Consideration	Yes/No	Reference in Report i.e. paragraph no.
There are financial issues that require consideration	No	

Legal Considerations

Consideration	Yes/No	Reference in Report i.e. paragraph no.
There are legal issues e.g. contractual and procurement, reputational issues that require consideration	No	

Additional Considerations

28. The table below sets out any additional issues contained in this report and identifies the relevant paragraphs in the report where such issues are addressed.

Consideration	Yes/No	Reference in Report i.e. paragraph no.
Resources (e.g. Assets, ICT, Human Resources, Training & Development, Sustainability).	No	
Strategic Policy Links (e.g. IRMP, Authority Plan, Equality & Diversity, Partnerships, Environmental Impact).	Yes	Paragraph 2
Risk Management / Health & Safety (e.g. risk management and control measures, risk register score).	No	
Consultation with Representative Bodies	No	

Supporting Information

Appendix 1: Employment Monitoring Data 2011/12

Background papers

None

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