



HEREFORD & WORCESTER  
**HWFR**  
FIRE AND RESCUE SERVICE

# Employment Monitoring 2015/16

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# Introduction

Hereford & Worcester Fire and Rescue Service (HWFRS) are committed to challenging discriminatory behaviour or practices. We are committed to creating an environment where our staff feel safe, secure, valued, motivated and developed so that they have the skills, knowledge and abilities to confidently flourish; enabling them to provide the highest quality service to the communities we serve. We want to ensure that our staff complement and are reflective of our diverse communities and that we are recognised as an employer of choice.

We recognise that equality and diversity must be at the heart of our day-to-day activity, it must be embraced with integrity and fairness underpinning all that we do. We recognise that our people management policies, procedures, recruitment and retention of staff are key aspects of mainstreaming equality, diversity and inclusion across the organisation.

As part of our commitment to promoting mental health awareness, on 26 January 2016 we joined over 300 emergency service employers in England in signing up to the [Blue Light Time to Change Pledge](#), which aims to put an end to mental health stigma and discrimination in the workplace. We are also corporate members of the [Asian Fire Service Association](#) and [Networking Women in the Fire Service UK](#).



**Nathan Travis**  
**Chief Fire Officer**



# The Equality Duty

## Monitoring of Equality Information

The Equality Act 2010 sets out the public sector Equality Duty. The Equality Duty requires public bodies with 150 or more employees to publish information at least annually about their employees, furthering the aims of the Equality Duty, and to consider how activities affect people who possess the 9 protective characteristics which are as follows: age, disability, gender reassignment, marriage/civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Whilst the Duty applies to marriage and civil partnership, this in respect of the requirement to have due regard to the need to eliminate discrimination.

This report contains data in relation to staff in post, applications for employment, applications for promotion, staff leaving the Service, staff subject to formal disciplinary procedures, staff who are involved in grievance procedures, the number and nature of harassment and bullying.

It is important to view the numbers behind the percentage figures in conjunction with the commentary to ensure that the full context is appreciated.

## Equality Objectives

The Service's equality objectives were updated and published in 2013. They focus on continuing to embed equality, diversity and inclusion within all aspects of service delivery and support functions, and developing partnerships to promote equality.

Progress against the current objectives has been analysed and a number of points were noted:

- There is an appropriate equality impact assessment process in place;
- Staff have annual equality and diversity training which is monitored by the Training Centre;
- The Community Risk Department utilise data to target prevention activities in conjunction with partner organisations; and
- Ethnicity data is captured through Home Fire Safety Checks which provides information on the profile of recipients who receive this service.

The Service is developing a revised set of equality objectives, which will be published in 2017.

An Organisational Development Board, which is led by the Assistant Chief Fire Officer, is being developed in order to better support the embedding of equality and diversity, and mainstream it into other people and community focused work streams.

# Population

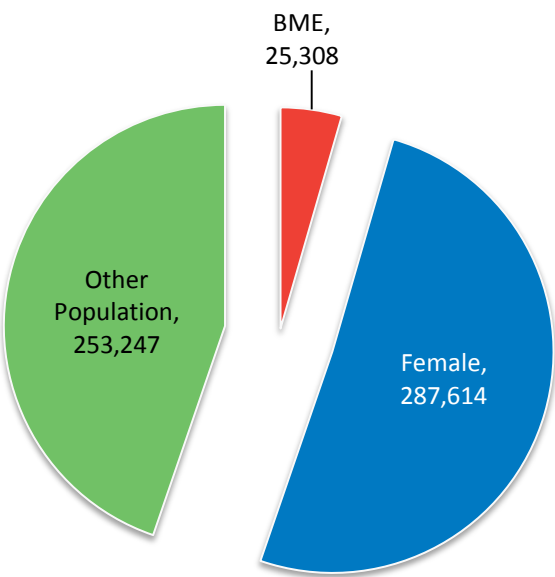
Hereford & Worcester Fire and Rescue Service are located in the Heart of England and extends from the metropolitan borders of the West Midlands to the rural southern borderland between England and Wales.

The geographical area amounts to some 390,000 hectares and has a total population of around 749,700. It covers two counties, Worcestershire in the east with a population of 566,169 and Herefordshire to the west with 183,477. Both counties are largely rural, however, Worcestershire’s population mainly reside in the towns of Worcester, Bromsgrove, Droitwich, Evesham, Kidderminster, Malvern and Redditch.

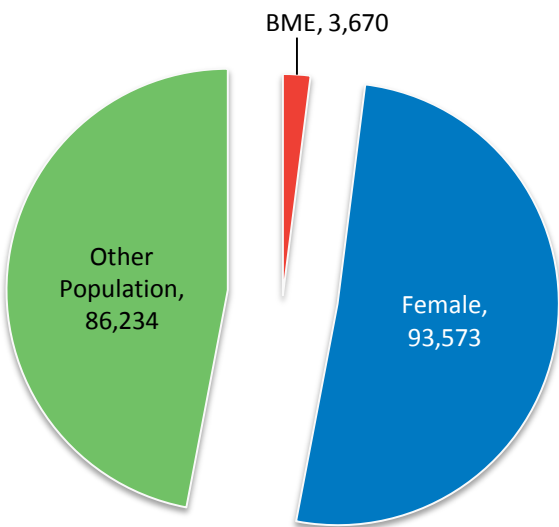
The breakdown of the total working age population of the Herefordshire and Worcestershire area is shown in the table opposite (figures shown are in '000s').

	Total population	BME	BME %	Female	Female %
Herefordshire	183,477	3,670	2.00	93,573	51.00
Worcestershire	566,169	25,308	4.47	287,614	50.80

Worcestershire



Herefordshire





## Recruitment and staff in employment



Work has continued towards increasing our diversity levels as part of On-Call (RDS) recruitment campaigns during 2015-16.

During the last three years the overall numbers of employees have decreased from 827 to 766. The numbers of BME staff have decreased from 13 to 12. The numbers of female staff have decreased from 111 to 105. The number of Support staff has reduced from 112 to 93 predominantly due to natural wastage and redundancies.

For retained positions, there has been an increase in the overall number of applications; 135 compared to 95 last year. There has been an increase in the number of BME RDS applicants although no BME was employed, compared to 1 the previous year. There has been an increase in the number of female applicants (158 compared with 71 the previous year) and the number of female RDS staff have now increased by 1 individual since the previous year. During the last 12 months 100 individuals left the Service, 46 RDS individuals compared with 50 in 2014 -2015.

In 2015/16 there has been an increase in female and BME applications for support staff roles. There have been 51 applicants, compared to 15 in 2014 /15, who declared their sexual orientation to be other than heterosexual. In this year there were 20 applicants who declared their religion/belief to be other than Christian, which is higher than the previous year.

	Total	% BME (Inc. White Other)	% Female	% Disabled	% LGB
Staff in Post by the end of	766	3.8%	13.7%	1.8%	0.7%
Applications for Employment	536	10.7%	34.3%	5.6%	2.6%
Applications for Promotion	47	0%	4.3%	0%	0%
Leavers	100	2%	17%	7%	0%

Disability reporting has shown a decrease of 3 members of staff who classed themselves as disabled since last year. There has been no change in the number of staff with a sexual orientation other than heterosexual since 2014/15. We have no employees who have undergone gender reassignment.

There have been a number of positive action initiatives targeting female candidates applying for retained operational roles, including targeted advertising and offering a female firefighter mentor to support candidates through the recruitment process.

In recent months the Service has used targeted advertising on social media to help alert local communities to vacancies. This should help to ensure the workforce is representative of the communities we serve within Herefordshire and Worcestershire, and its progress is being monitored.

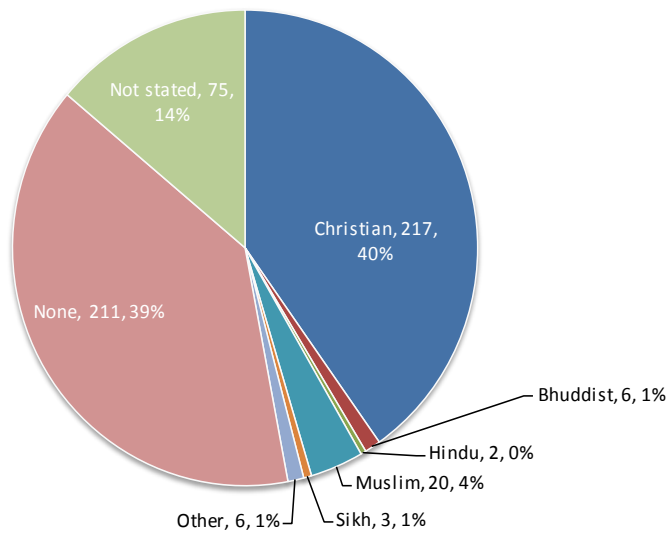
### Applications for Employment

Year/Duty system	GENDER											
	Total staff				Male				Female			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	123			45	108			32	15			13
2013/14	63			86	55			54	8			32
2014/15	95	10	198		82	7	127		13	3	71	
2015/16	135	24	377		122	11	219		13	13	158	

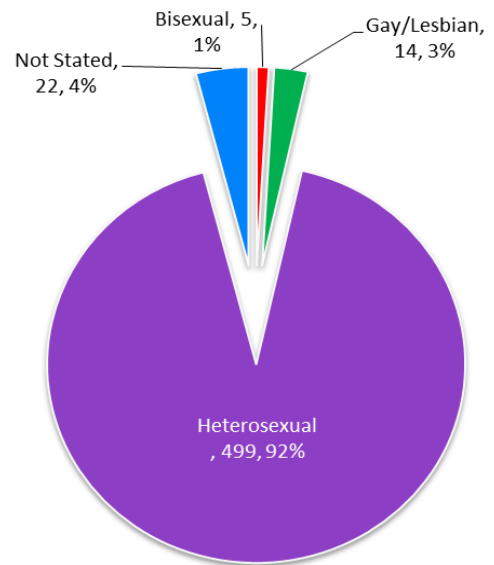
Year/Duty system	DISABILITY											
	Disabled				Not Disabled				Not Stated			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	3			3	120			41				1
2013/14	1			6	62			80				1
2014/15	2	1	12		79	9	181		14		7	
2015/16	8	3	19		123	21	357		4		5	

Year/Duty system	ETHNICITY															
	White British				White Irish				White Other				BME			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	107			37					9	3	6			5	1	
2013/14	59			72					4	1				8		
2014/15	77	10	170						5	5				15	13	8
2015/16	114	22	295		2				8	4	7			51	4	2

## Religion Or Similar Belief



## Sexual Orientation



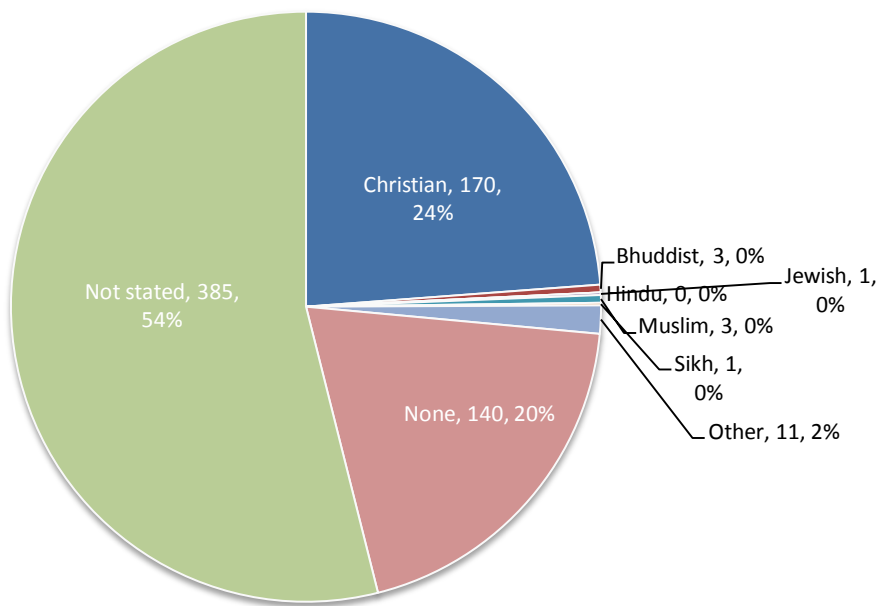
## Staffing in Post

Year/Duty system	GENDER											
	White British				Male				Female			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	313	372	24	135	297	351	6	61	16	21	18	74
2013/14	297	396	22	112	281	374	6	55	16	22	16	57
2014/15	287	380	23	103	271	355	7	52	16	25	16	51
2015/16	265	386	22	93	249	360	7	45	16	26	15	48

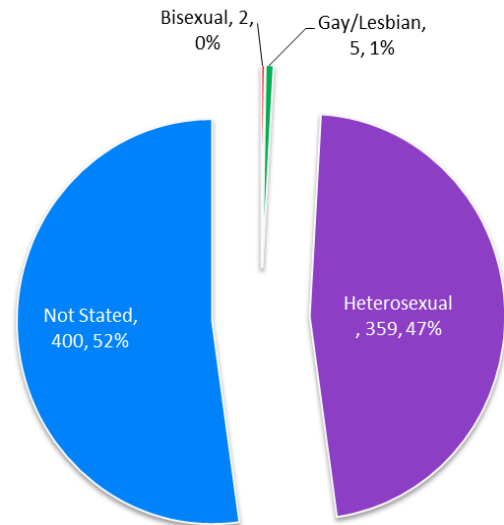
Year/Duty system	DISABILITY											
	Disabled				Not Disabled				Not Stated			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	6	4		4	307	368	24	131				
2013/14	6	4		3	291	392	22	109				
2014/15	6	4	1	6	281	376	22	97				
2015/16	5	5	1	3	260	381	21	90				

Year/ Duty system	ETHNICITY																			
	White British				White Irish				White Other				BME				Not Stated			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	302	359	23	127			1		6	5			2	7		5	3	1		3
2013/14	286	380	21	104					6	8			2	7		4	3	1		4
2014/15	276	364	23	95				1	6	9		2	2	6		2	3	1		3
2015/16	255	358	22	79					6	10		1	1	9		2	3	9		11

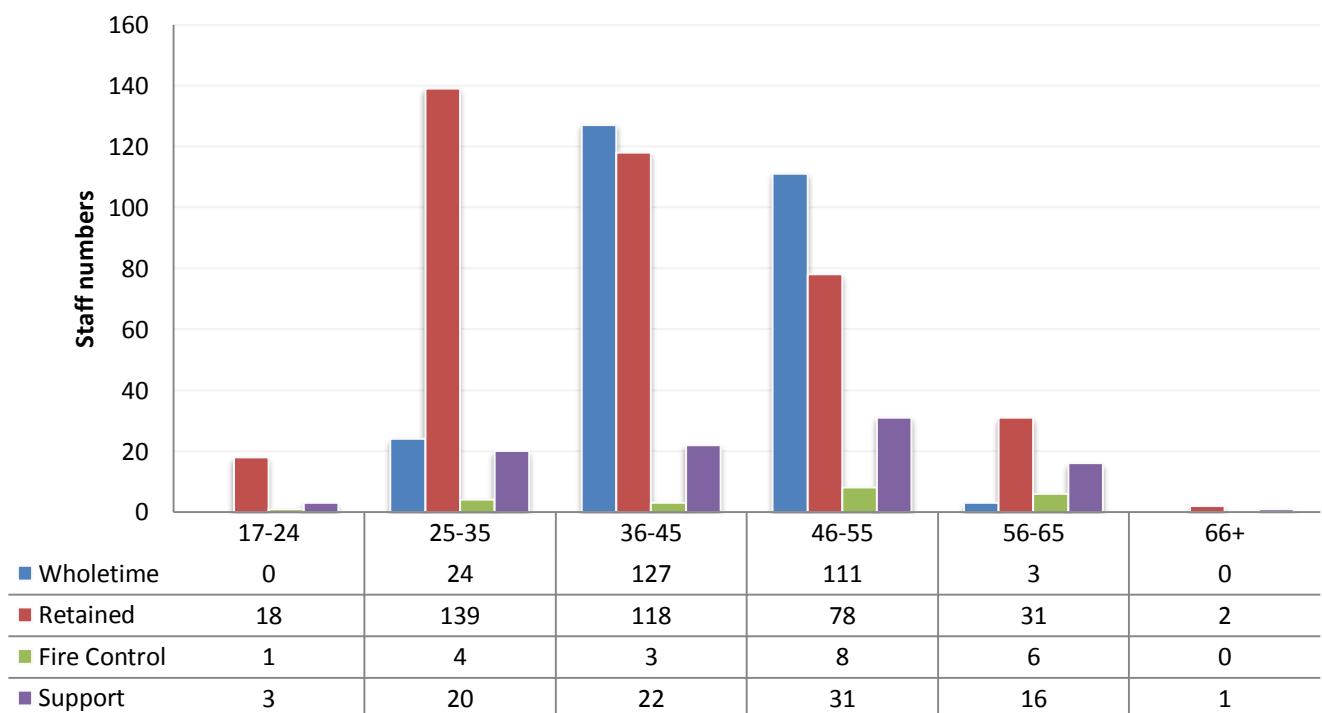
## Religion Or Similar Belief



## Sexual Orientation



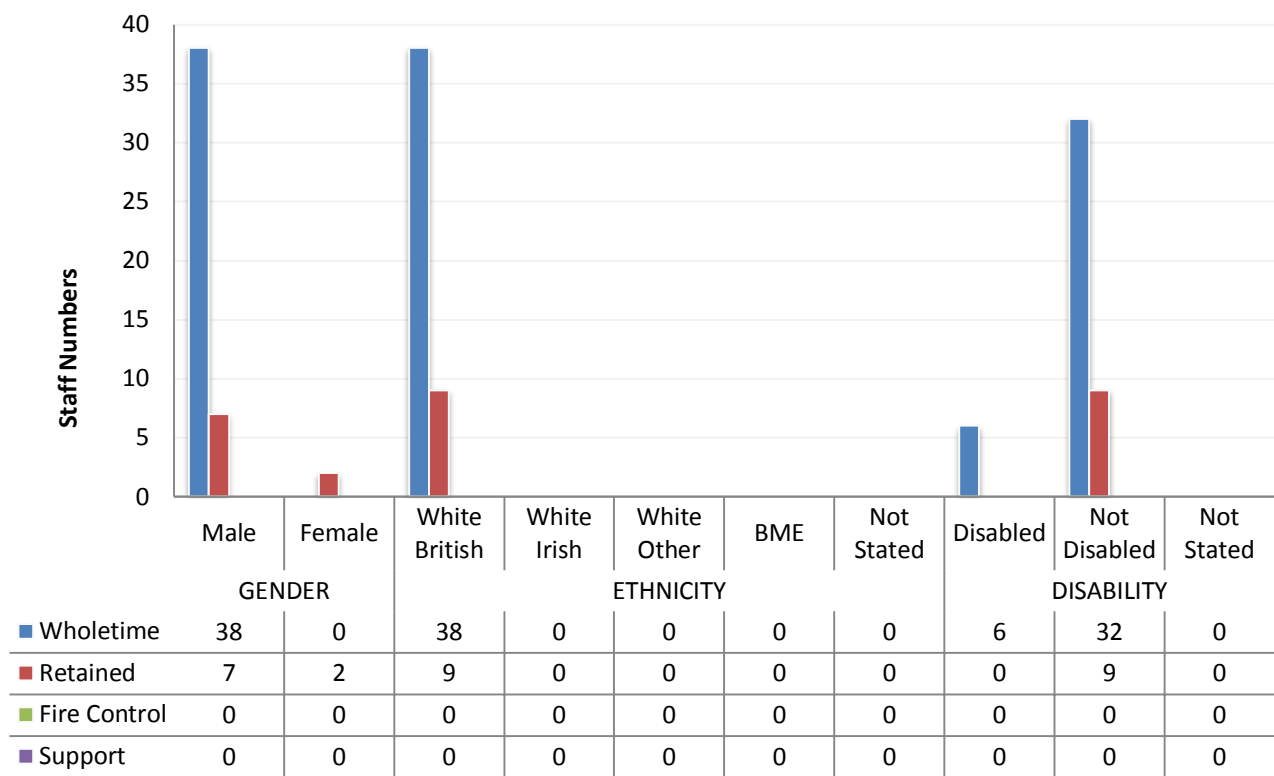
## Age bracket of applicants



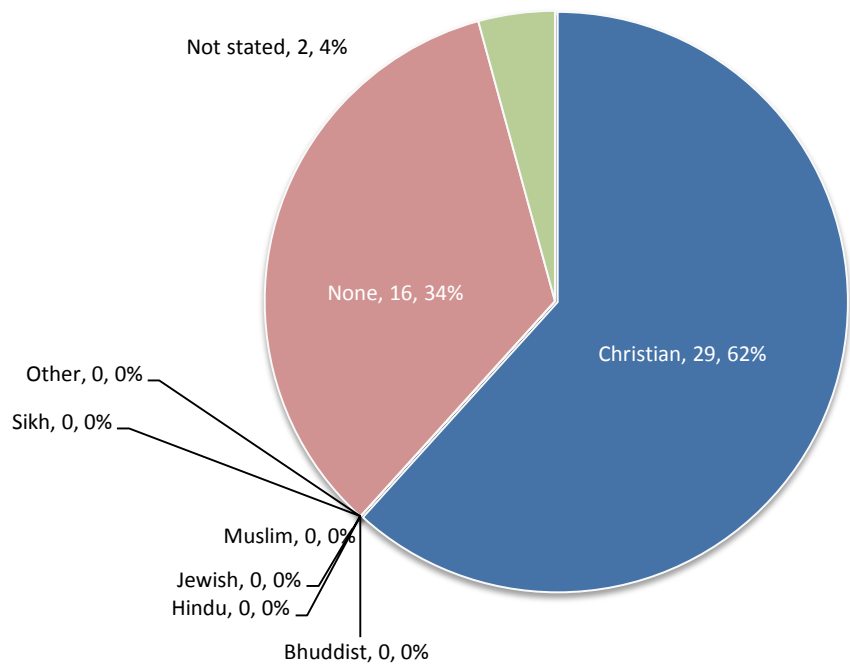


# Applications for Promotion

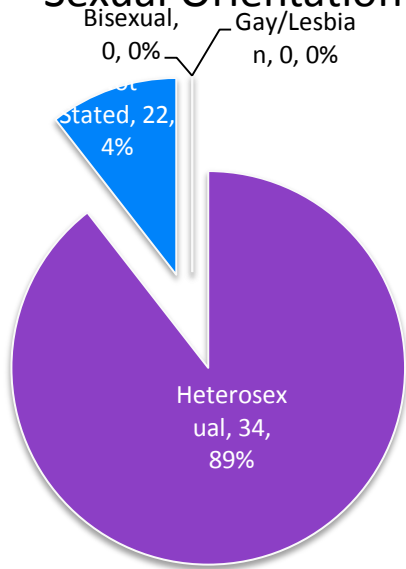
This year there have been 47 applications for promotion compared to 45 applications last year. 38 were wholetime, 9 RDS. No applicants were from the BME community however 2 applicants were female.



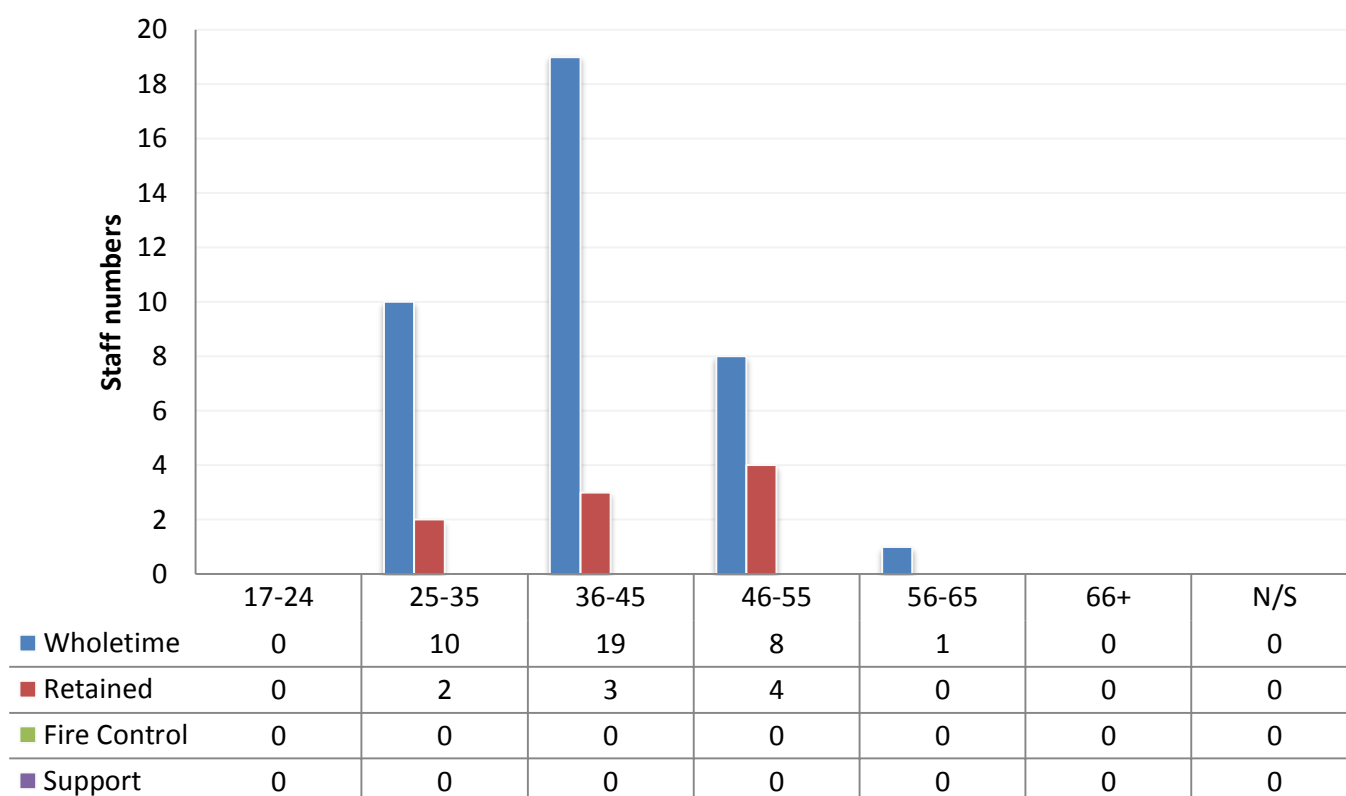
## Religion Or Similar Belief



## Sexual Orientation



## Age bracket of applicants



## Number of staff leaving

Between April 2015 and March 2016 there has been an increase in the number of staff leaving the Service (100 compared to 96 last year). 21 (21%) were wholetime, 46 (46%) were RDS, 5 (5%) were from Fire Control and 28 (28%) were support members of staff.

Of the total number of leavers, 17 were female (1 WT, 3 RDS, 2 Fire Control and 11 support), 1 was White Other and 2 was BME.

7 classed themselves as disabled. 32% of staff leaving the Service were aged between 46-55.

1 leaver had a sexual orientation other than heterosexual and 3 leaver had a religion/belief other than Christian.

Out of the 100 leavers within this period, 15 retired, 1 had their contract terminated), 9 were made redundant and 7 member of staff left due to other reasons.

The main reason for RDS employees resigning was stated as personal reasons and/or they were relocating outside of the turnout area. Many commented that their work-life balance was affected due to the increased commitment required. For support staff, the main reason for leaving was that they had resigned to take up another post with another organisation or redundancy.

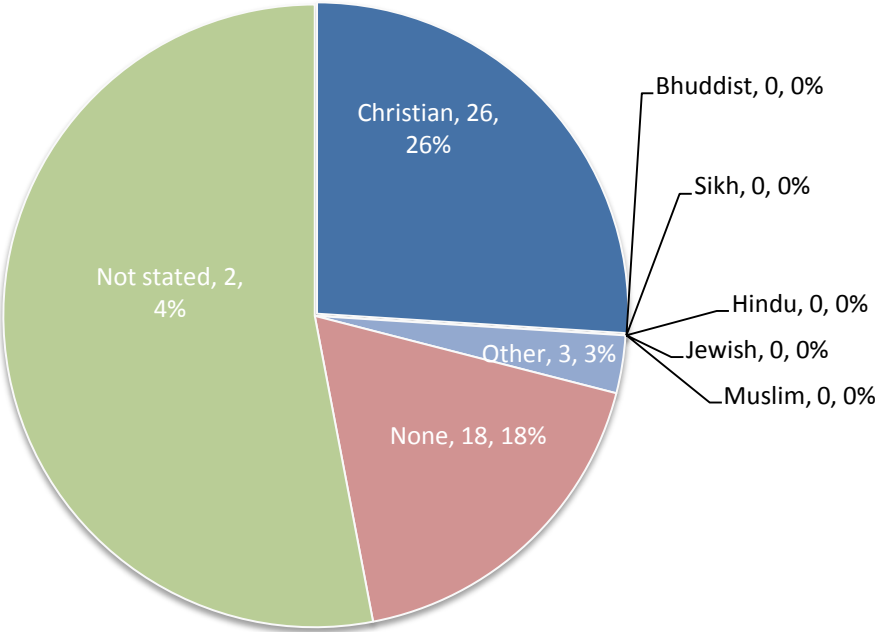
Every employee who leaves the Service, (other than those that are dismissed) is offered an exit interview. The information gained from forms that are returned is monitored and any significant information recorded.

Year/Duty system	GENDER											
	White British				Male				Female			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	9	52	1	12	7	50		6	2	2	1	6
2013/14	17	32	2	25	17	31		8		1	2	17
2014/15	11	50	3	32	11	49	2	20		1	1	12
2015/16	21	46	5	28	20	43	3	17	1	3	2	11

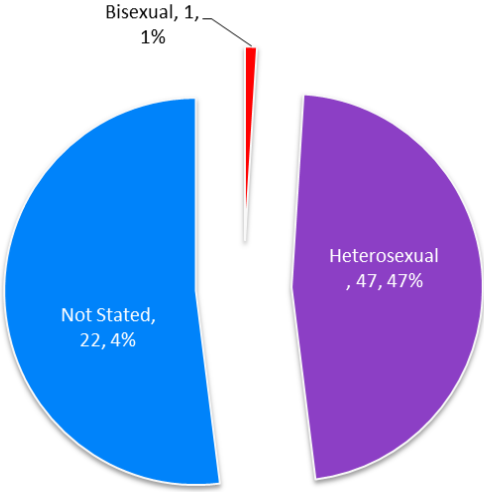
Year/Duty system	DISABILITY											
	Disabled				Not Disabled				Not Stated			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	6	4		4	307	368	24	131				
2013/14	6	4		3	291	392	22	109				
2014/15	6	4	1	6	281	376	22	97				
2015/16	5	5	1	3	260	381	21	90				

Year/Duty system	ETHNICITY																			
	White British				White Irish				White Other				BME				Not Stated			
	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support	WT	RDS	Control	Support
2012/13	9	52	1	11												1				
2013/14	17	32	2	24												1				
2014/15	11	48	2	18						1						1				1
2015/16	20	42	5	26						1		1	1			1		3		

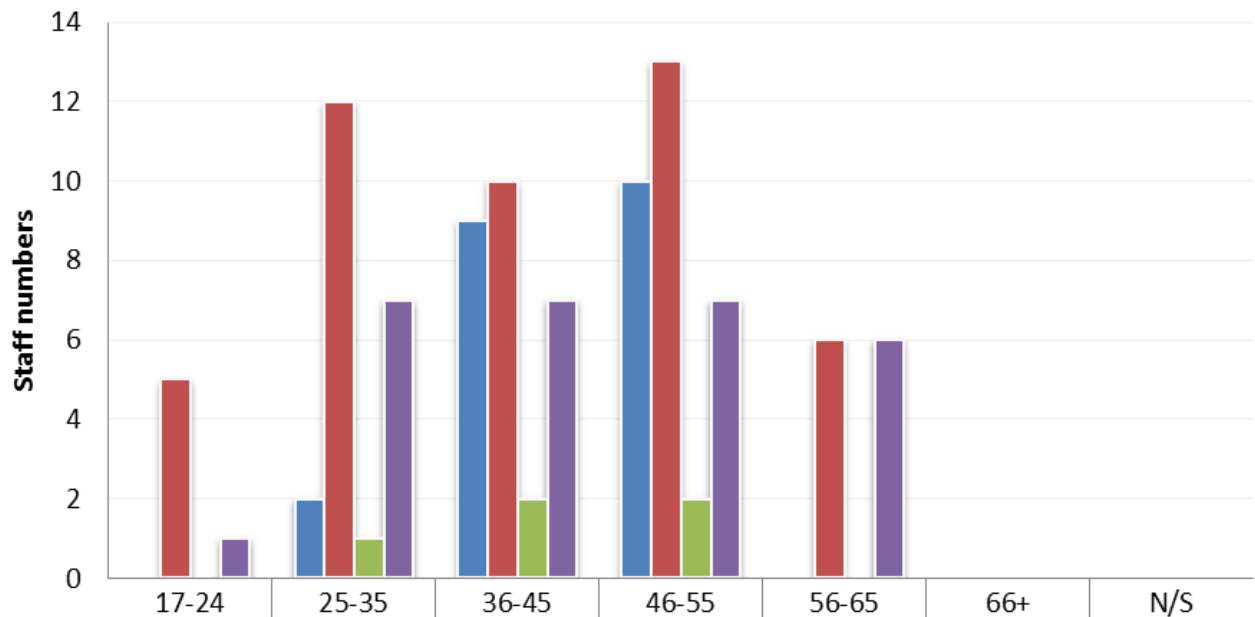
Religion Or Similar Belief



Sexual Orientation



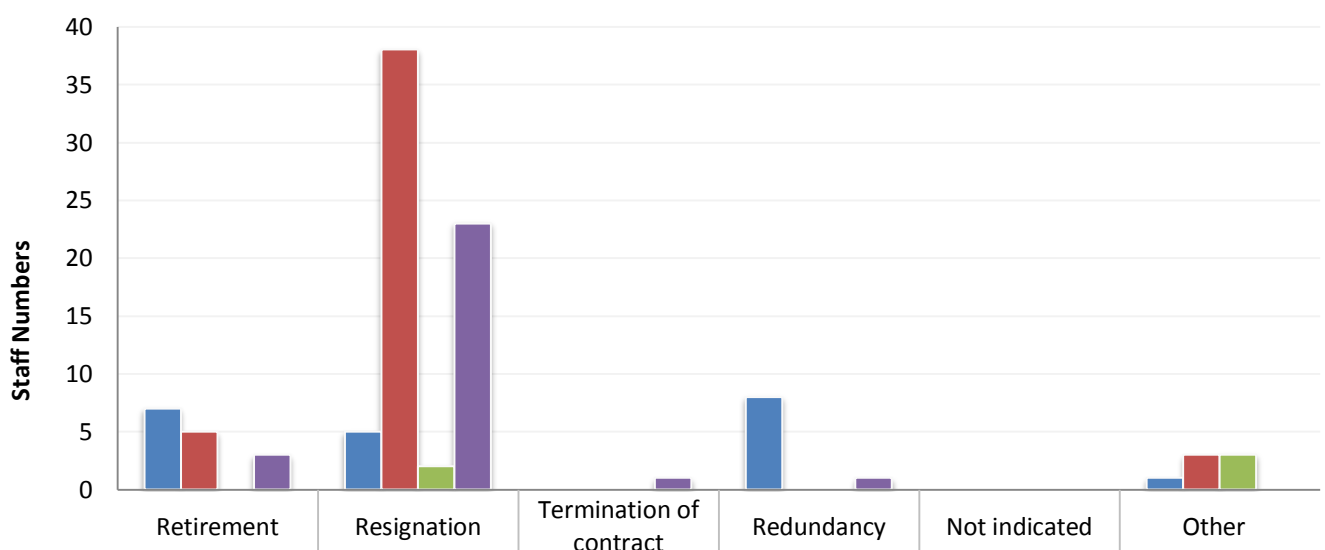
## Age bracket of applicants



Wholetime	0	2	9	10	0	0	0
Retained	5	12	10	13	6	0	0
Fire Control	0	1	2	2	0	0	0
Support	1	7	7	7	6	0	0

## Reasons for staff leaving

100 individuals left the Service between April 2015 and March 2016, compared to 82 in the previous year. There has been an incremental increase in the number of retirees over the previous four years. There has also been an increase in the number of resignations, particularly from within support staff leaving the Service. Findings from exit interviews with support staff indicate that remuneration packages at new employers are better. Work is currently underway to explore the use of market supplements for hard to recruit to vacancies.



Wholetime	7	5	0	8	0	1
Retained	5	38	0	0	0	3
Fire Control	0	2	0	0	0	3
Support	3	23	1	1	0	0

## Formal discipline case work

Overall the total number of formal disciplinarys between April 2015 and March 2016 has decreased when compared to the previous year.

During this year there were 7 staff subject to formal disciplinary procedures (recorded as the date the discipline was received and commenced) 2 Whole Time employees, 2 RDS employees and 3 Support.

There were no employees subject to disciplinary procedures, who were classed as BME, disabled or had a sexual orientation other than heterosexual or not stated, or who had a religion/belief other than Christian or not stated.

*Detailed data has not been disclosed in order to protect individual information.*

Year/Duty system	FORMAL DISCIPLINES									
	Total staff		Wholetime		Retained		Fire Control		Support	
	Total staff BME (inc. White Other)	Female	Wholetime BME (inc. White Other)	Female	Retained BME (inc. White Other)	Female	Fire Control BME (inc. White Other)	Female	Support BME (inc. White Other)	Female
2012/13	14		7		6				1	
2013/14	9				8		1			
2014/15	9		3		6					
2015/16	7	2	2		2				3	2

## Grievance case work

There have been 6 formal grievances submitted in 2015 -2016, an increase of 5 compared to the previous year.

*Detailed data has not been disclosed in order to protect individual information.*

Year/Duty system	GRIEVANCE									
	Total staff		Wholetime		Retained		Fire Control		Support	
	Total staff BME (inc. White Other)	Female	Wholetime BME (inc. White Other)	Female	Retained BME (inc. White Other)	Female	Fire Control BME (inc. White Other)	Female	Support BME (inc. White Other)	Female
2012/13	6	5	1							
2013/14	3	2			1					
2014/15	1	1								
2015/16	6		4							2

# Bullying and harassment case work

During this year there have been no complaints that were considered in line with the Services Bullying and Harassment SPI.

Year/Duty system	BULLYING AND HARASSMENT									
	Total staff		Wholetime		Retained		Fire Control		Support	
	Total staff		Wholetime		Retained		Fire Control		Support	
	BME (inc. White Other)	Female	BME (inc. White Other)	Female	BME (inc. White Other)	Female	BME (inc. White Other)	Female	BME (inc. White Other)	Female
2012/13	2		1		1					
2013/14	1				1					
2014/15	3	1	2	1	1					
2015/16										

## Other Key Information

Work is continuing with Remploy and Occupational Health to enhance the level of support that is provided to job applicants and employees that have mental health conditions, learning disabilities and physical disabilities. For example: seeking specialist advice on reasonable adjustments.

District Management Meeting templates have been developed which report trend information on case work including sickness, grievances, capability and disciplinary.