

## **Report of the Head of Community Risk and HR & Development**

### **Equality & Gender Pay Gap Report 2019/2020**

#### **Purpose of report**

1. To present the Equality & Gender Pay Gap Report – 2019/2020.
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#### **Recommendation**

***It is recommended the Authority notes the content of the Equality & Gender Pay Gap Report 2019/2020 and approves its publication.***

#### **Introduction and Background**

2. In line with the Equality Act 2010, the Authority is required to publish equality information annually to show how it has complied with the public sector equality duty. The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 also require employers with 250 or more employees to publish statutory calculations every year showing the pay gap between their male and female employees.
3. The Authority amended its equality reporting arrangements this year so that where possible, all equality data including gender pay gap reporting is published in one annual report. This creates a more holistic picture of our equality data and helps us focus our actions in the year ahead. Members will note that an interim equality monitoring report was approved for publication on 8<sup>th</sup> October 2020.
4. Due to the coronavirus pandemic, the Government Equalities Office and Equality and Human Rights Commission have suspended their planned compliance activity on the specific duties and enforcement of the gender pay gap deadlines for this reporting year. However, the Authority will continue to report on its equality and gender pay gap data for 2019/20 in recognition of the critical importance of progressing its equality, diversity and inclusion agenda.
5. The Equality & Gender Pay Gap report provides information on workforce diversity; the continued work against the Authority's equality objectives; the gender pay gap and areas of future focus. The information informs the Equality, Diversity and Inclusion plan delivery in support of the People Strategy 2020-2022.
6. The report covers the period from the 1 April 2019 to 31 March 2020.

#### **Workforce Diversity Summary**

7. Male employees continue to make up the majority of the workforce. The total distribution of female employees across the Service is 16% with women continuing to be particularly under-represented in operational roles. However, there has been

an increase in women being recruited and promoted into operational roles and the support staff workforce group continues to be more balanced. Information in relation to transgender employees is highly sensitive and for data protection reasons this data is not currently published.

8. The profile of employees belonging to an ethnic minority is 6% which is a slight increase compared to last year. In comparison to our communities of Herefordshire and Worcestershire, 4% of the population belong to an ethnic minority group therefore the Service is reflective of the local community in relation to ethnicity.<sup>1</sup>
9. The proportion of staff across the workforce declaring their sexual orientation as Lesbian, Gay or Bisexual is just over 1%. Sexual orientation continues to be the criteria with the highest number of people choosing not to declare when compared to other protected characteristics, although the Service is on par with national FRS data for England.<sup>2</sup>
10. The disability profile across the workforce is 2% which is an increase from last year. Although conditions such as dyslexia may meet the definition of disability in the Equality Act 2010, individuals with dyslexia and other similar learning differences do not necessarily consider it a disability. This may go some way to explain why the workforce disability profile figures are low.
11. Christianity is the largest religious grouping within the Service at 32% and this is followed by 28% of staff with no religion at all. The proportion of other faiths when combined account for less than 1% of the workforce.
12. The largest proportion of the workforce is aged between 46 and 55 years (31% of the entire workforce) closely followed by those aged between 36 and 45 years. The average age of our workforce is 43 years.
13. Data relating to other protected characteristics continue to be monitored such as pregnancy and maternity, with 2% of female employees on maternity leave during 2019/20. No employees opted to take shared parental leave and nationally, there appears to be a low take-up rate of this type of family friendly leave.<sup>3</sup>

## Gender Pay Gap Reporting

14. The gender pay gap shows the difference in the average pay between men and women in a workforce. The Authority is required to make six calculations:
  - 1) **Mean gender pay in hourly pay** – the percentage difference between the mean average hourly rates of men and women's pay.
  - 2) **Median gender pay gap in hourly pay** – the percentage difference between the midpoints in the ranges of men and women's pay.
  - 3) **Mean bonus gender pay gap**<sup>4</sup>

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<sup>1</sup> Office of National Statistics (2011) Census

<sup>2</sup> Home Office (2020) FRS workforce and pension statistics, 2019-2020

<sup>3</sup> CIPD (2020) Can Shared Parental Leave Ever Work?

<sup>4</sup> We do not pay bonuses to staff and therefore do not provide calculations relating to points 3, 4 and 5 above.

- 4) **Median bonus gender pay gap**<sup>4</sup>
  - 5) **Proportion of men and women receiving a bonus payment**<sup>4</sup>
  - 6) **Proportion of men and women in each pay quartile** – calculated by dividing employees into four even groups according to their pay. The upper quartile with the highest level of pay and the lower quartile with the lowest levels of pay.
15. All staff who were deemed to be full-pay relevant employees at 31 March 2020 were included and the figures are based on established contracted posts within the Service.
  16. The gender pay gap has been calculated in house this year, whereas in previous years this has been commissioned out to an external organisation. Having reviewed the payroll data with the benefit of local knowledge and understanding, the calculations in relation to On-Call employees have been completed differently this year.
  17. Previously, in order to calculate the ‘ordinary pay’ and hourly rate, a 12-week reference period up to and including 31 March was used for On-Call employees as they do not have set weekly working hours. This method however, often results in the hourly rate of pay being misleadingly high causing the calculations to be distorted (e.g. one On-Call Firefighter’s hourly rate was calculated at £103.50). Therefore, a basic fixed hourly rate of pay (NJC Pay Rates) has been used to provide a more realistic representation of the gender pay gap. This method will be applied going forward, pending further national clarification.
  18. It should also be noted that other Fire and Rescue Services may choose to calculate the hourly rate of On-Call employees differently and this should be taken into consideration if making direct comparisons.

## **The Gender Pay Gap**

19. In summary, the mean gender pay gap shows that women on average earn 6% less than men in the Service. The median pay gap is nil – there is no difference between the midpoints in the ranges of men and women’s pay.
20. The pay quartile data shows that the proportion of men and women across the pay quartiles is largely consistent and reflects the current workforce profile in relation to male and female employees. There is a slightly lower proportion of female employees in the upper middle quartile and upper quartile than in the other quartiles.
21. The gender pay gap does not arise from paying men and women differently for the same work. It is as a result of the roles in which they work and the salaries that these roles attract. There are essentially more men occupying higher level positions within the organisation.

## Conclusion/Summary

22. The Equality & Gender Pay Gap Report 2019/2020 is attached as Appendix 1.
23. The Service continues to prioritise a commitment to advancing equality and becoming a more inclusive employer. These ambitions are set out in the [People Strategy 2020-2022](#) and [Equality, Diversity and Inclusion plan 2020-2025](#). Over the next year, the focus will be on the following equality areas:
- Refreshing the Authority’s equality objectives
  - Improving the use of equality impact assessments for key decisions, policies and processes
  - Reviewing EDI training
  - Furthering engagement with minority groups in our communities
  - Supporting our staff networks to develop and grow
  - Focusing positive action on under-represented groups
  - Focusing on development opportunities to support female career progression
24. Members are asked to note the contents of the Equality & Gender Pay Gap Report 2019/2020 and approve its publication on the Service website. In addition, the gender pay gap information will be submitted to the government reporting website as per the Regulations.

## Corporate Considerations

<p><b>Resource Implications</b> (identify any financial, legal, property or human resources issues)</p>	<p>This work is led by the HR &amp; Development department; primarily the Development Manager and EDI Officer. There are no resource implications arising from the publication of the report. Implications of championing and embedding equality into mainstream business may incur financial and management support for implementation, resources and consideration of different ways of working e.g. around equality monitoring, staff training on EDI and initiatives to close the gender pay gap. The report helps the Authority meet its statutory duty under the Equality Act 2010 and the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.</p>
<p><b>Strategic Policy Links</b> (identify how proposals link in with current priorities and policy framework and if they do not, identify any potential implications).</p>	<p>The report helps to support the Service’s vision and core values and links to the People Strategy – specifically Commitment 2: Equality &amp; Diversity. Links to the Equality, Diversity and Inclusion Plan 2020-2025 and Positive Action Plan 2020-2022.</p>
<p><b>Risk Management / Health &amp; Safety</b> (identify any risks, the proposed control measures and risk evaluation scores).</p>	<p>Failure to demonstrate an ongoing commitment to EDI may result in reputational damage as an employer of choice and attract public, media and political scrutiny. Publishing equality information on at least an annual basis is a requirement of the PSED. Publishing gender pay gap calculations is a requirement of the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.</p>
<p><b>Consultation</b> (identify any public or other consultation that has been carried out on this matter)</p>	<p>The quality of equality data depends on a collaborative approach across all business functions. Ongoing engagement with the ODCG, Women@HWFire and Representative Bodies continues to take place. A copy of</p>

	the report has been shared with the above and feedback considered going forward.
<b>Equalities</b> (has an Equalities Impact Assessment been completed? If not, why not?)	<p>An equality impact assessment has been completed. This work focuses on the three general duties of the Equality Act 2010: Enhancing equal opportunities; fostering good community relations between groups and; eliminating discrimination, harassment and victimisation.</p> <p>With a specific emphasis on the protected characteristic of Sex, the Gender Pay Gap 2017 Regulation of the Equality Act in itself is collecting data for equality analysis leading to activity to eliminate negative impacts and promote positive changes under the General Duty.</p> <p>When published on the Service website the report should work well with Google Translate, enabling the content to be accessed in languages other than English. The report format is also dyslexia friendly. Other formats can be made available upon request.</p>

## Supporting Information

Appendix 1 – Equality & Gender Pay Gap report 2019/2020