



OFFICIAL

Mental Health and Wellbeing Review

Human Resources Committee

Date: 24 March 2023

Agenda Item:

6

Submitted By: Chief Employment Services Officer

Purpose To inform members of the main findings of the mental health & wellbeing review.

Recommendations That members note the content of the report.

Summary In February 22, OHSU commenced a review of our mental health & wellbeing support provision. This coincided with the appointment of the new Assistant Occupational Health, Safety & Wellbeing Manager who has over 13 years experience working in mental health services, making her very well qualified to undertake the review. The review was broken down into 3 phases:
Phase 1 – review of mental health support for operational staff exposed to traumatic operational incidents
Phase 2 – review of general mental health support for all staff
Phase 3 – review of general wellbeing support/services for all staff.
In general, the review found a good level of support for staff, but also identified some areas where improvements could be made. The main findings are summarised in this report.

Local Government (Access to information) Act 1972

Exemption Category: None

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Background papers open to inspection: None

Annexes: None

1 Introduction

The Authority takes the mental health & wellbeing of its staff very seriously. The support services, networks, policies & procedures have however developed over a long number of years with no formal evaluation of their effectiveness; but driven by a desire to “do the right thing” for our staff.

With the appointment of the new Assistant Occupational Health, Safety & Wellbeing Manager in Feb 2022 came an ideal opportunity to review our support provision. The new manager has over 13 years experience working in mental health services, which made her very well qualified to undertake the review. The review was broken down into 3 phases:

Phase 1 – review of mental health support for operational staff exposed to traumatic operational incidents

Phase 2 – review of general mental health support for all staff

Phase 3 – review of general wellbeing support/services for all staff.

Phase 1 was prioritised first due to increasing feedback direct to OHU (Occupational Health Unit) and also via officer station visits, that more could be done. It was also anticipated it would feature in the latest HMICFRS inspection report (the report had not been released at the time the review was commissioned but proved subsequently to be included within their recommendations).

Mental health problems are one of the main causes of the overall disease burden worldwide. In the United Kingdom, mental health issues represent the single largest cause of disability. One in four adults suffers from at least one mental health illness in any given year and 1 in 6 workers will experience depression, anxiety or problems relating to stress at any one time. Poor mental health costs UK employers up to £45bn each year. Staff have been and will continue to be under huge amounts of stress – either personally or professionally and this looks set to get worse with the current cost of living crisis plus the threat of industrial action.

Whilst many employers ethically feel that investing in staff wellbeing is the right thing to do, dwindling NHS funding and mental health support puts employers under increased pressure to address employees’ mental health effectively and immediately. Recent analyses show that for every £1 spent on mental health interventions, employers get £5 back and that a higher return on investment is achieved with early interventions, such as organisation-wide culture change and education, than more in-depth support that may be needed at a later stage when a person is struggling. Thus, the business case for mental health and wellbeing is shifting in focus from a reactionary model to a preventative one.

In the last 5 years WYFRS have lost 12, 253 working shifts to mental health. 74% of these were recorded as personal and 26% work related. The reality is that generally there is a mix of the two. Data from OHU suggests that 1 in 4 interactions with the unit are mental health related and 40% of sickness interventions with the AMA are for mental health. Whether work or personal, the argument for proactively reducing stressors where possible and supporting those affected, whether work or personal is compelling.

The brief for the review was simple: to identify what support was in place, evaluate how effective it was and to identify any improvements that could be made to further enhance the provision.

2 Information

Phase 1 – Trauma Support

The main findings were:

There are a number of arrangements in place to support staff who have been exposed to traumatic incidents, however the review has identified improvements that can be made.

OHU and control monitor traumatic incidents which crews have attended (and control have dealt with) and signpost them to support, although this is seen as a “checkbox” exercise by some. There is no definition as to what a traumatic incident is and so some incidents are missed (and some offers of assistance are duplicated given 2 staff groups are involved). This will be addressed by defining what constitutes a traumatic incident, along with the introduction of a more formal monitoring model (TRiM).

The Employee Assistance programme (EAP) is a 24/7, 365 psychological support service and is a great support service for staff to refer to, however it is not designed to treat PTSD specifically and what it does provide is not well understood amongst some crews. This will be addressed by working with Corporate Communications to raise the mental health literacy of our staff so as they understand what the EAP can and can't help them with.

Whilst we have trained all managers and the majority of staff in mental health awareness, which includes looking out for the signs & symptoms of mental ill health, we haven't provided such information specifically for PTSD and these symptoms are quite unique. This is linked to the point above. Part of the education campaign will be give staff a better understanding of trauma, incl the signs and symptoms to look out for.

The OHU have a referral pathway to a trauma specialist counselling service, which provide EMDR (eye movement & desensitisation therapy), which is very worthwhile. This process is far quicker than NHS referrals. WYFRS are paying for this, and the quick referral process is exemplary. However, referrals are generally made when staff are referred to OHU due to being off sick. It would be preferable to have solid support in place to minimise PTSD earlier than when they are off work due to mental health issues. The main gap identified is the 'watchful waiting' period (from the initial incident to around four weeks after) to assess if symptoms have settled or developed into PTSD. This is the period which is crucial to ensure robust support is in place.

We also need to be mindful of the cumulative effect of attending multiple difficult incidents within a short period of time. A more structured model of peer support (Trauma Risk Management [TRiM]) will be introduced across the service to replace the more informal current arrangements. The model will follow a well established & proven model of support to staff who have been exposed to traumatic incidents. OHU will also introduce a more formal arrangement to record crews who may have attended multiple traumatic incidents over a short period of time.

Phase 2&3 – General Mental Health & Wellbeing Review

Due to the overlap between mental health & wellbeing, phases 2 & 3 were undertaken and reported together. The main findings were:

- **EAP**

As mentioned in the phase 1 review, this is a 24/7 psychological support service and is well used (above sector average). We receive some very positive feedback. Access to the service is quick, especially when compared to waiting times for similar support via the

NHS. However, there is a lack of understanding of what it can and cannot help with, which has resulted in some unfair criticism, which in turn is putting other staff off accessing it.

- **OHU**

A significant amount of time within the unit is spent supporting staff and managers with regards to mental health. 1 in 4 interventions are mental health related. As well as providing advice, they also signpost staff to the most relevant intervention e.g. GP, EAP, arrange specialist support where required e.g. external trauma specialists and coordinate L2 welfare officer support. Feedback from staff suggests they are a valued and trusted source of support.

- **L1 & 2 Welfare Officers**

Arguably, L1 welfare is a line management responsibility, that should be discharged via regular catch ups/supervision meetings with their staff. However, this does not tend to be in place amongst operational staff and so it does not provide a formal process for when support is required and is documented. Arguably, this can be seen as reactionary with regular catch ups with staff being able to prevent the need for welfare in the first place. L2 welfare is an effective model and deployed for the more complex and long-term cases, coordinated by OHU to ensure their workloads are managed and welfare officers are suitably matched to those they are supporting.

- **Mental Health Training**

Improving the mental health literacy of the workforce must be a goal of any employer who wants to adequately support its staff. We have been providing training for managers since 2015 and have trained over 600, which commenced at a time when this was not generally something employers invested heavily in. Pre-covid, we have also embarked on an awareness training programme for ALL staff following the incredible feedback received from the managers training. Covid resulted in no training being delivered for some time and OHSU are currently working through a backlog of Managers Mental Health training, however the Staff Awareness training is now complete. Both these programmes have been a real success, with people regularly talking about the need “to put some holes in their stress bucket”. There are however, some examples of mental health training being delivered locally which may duplicate work already being delivered or planned centrally, and so there is a need to be a little more coordinated.

- **Cycle to Work Scheme**

A salary sacrifice scheme which encourages exercise and makes the purchase of a new bike affordable. This is a well-used service with 25% (352) of the workforce having benefitted from the scheme.

- **Wellbeing Fund**

Started in 2018, this allows teams to bid for funding towards a wellbeing initiative that will improve the teams mental health & wellbeing, ideally with some longevity. To date 45 applications have been approved.

- **Charters**

We have signed up to a number of Charters and whilst they don't bring massive benefit on their own, they do demonstrate our commitment to supporting our staff. Prospective employees are becoming more interested in the “softer” benefits potential employers provide and are therefore important if we want to continue to attract a good calibre of staff.

- **Wellbeing and Inclusion Champions – Mental Health**

The review has found that the small network of champions isn't really working. They have only received limited one-off training, with no ongoing CPD, have been contacted very little and most are not clear of their role. This will be addressed by relaunching the network, creating clear role & responsibilities and providing them with a formally recognised First Aid for Mental Health qualification, along with ongoing CPD.

- **MH & Wellbeing information/guidance**

Whilst there is a lot of helpful material made available by OHSU on Firehub, the review has found very little of it is actually accessed, due to a number of reasons. This will be addressed as part of the comms piece (see below).

- **Communications**

The best support in the world is a waste of time if staff are not aware or aren't bought into it, and therefore effective comms is vital. Previous health promotion campaigns have been "bitty" with no real way of measuring how effective they are. A new approach, working with Corporate Communications is now in place to undertake sustained campaigns around a couple of "big ticket" items, which can be measurable in terms of success.

Detailed below are the recommended **new** mental health interventions:

- **Mental Health Ambassadors (title to be determined)**

People need to engage with support to get better. No amount of wellbeing interventions will achieve anything if staff are reluctant to use them. These will be a network of volunteers, initially senior managers (hopefully) who will set the tone from the top and be prepared to speak publicly about their mental health experiences with a view to showing "its ok to talk", breaking down the stigma that is still sometimes experienced when it comes to mental health and most importantly, to show the importance of taking up, and utilising support. Should any members be interested in volunteering, please get in touch with OHSU.

- **Suicide**

1 in 4 emergency services workers (whilst in service) have considered taking their life. Suicide is the biggest cause of death in men under the age of 50 and around three quarters of deaths from suicides each year are men. West Yorkshire has the highest suicide rates in England. In recent years, there has been increased national awareness of suicide and the recent LFB report also highlights the issue. Previous attempts to train staff have not worked effectively and there is a need to review our approach to develop an organisation wide pre and post-vention strategy. This work is being developed.

- **Retirement**

Whilst our focus and resource naturally prioritises working members of staff, the transition from full time work to retirement can be emotionally and psychologically difficult for some people and we have sadly had a small number of staff who have taken their life during retirement. Whilst we have improved the support we offer by extending access to the EAP for 6 months after retirement and delivering wellbeing training on the pre-retirement course, we need to review what we have in place with a view to exploring other possible support we may wish to provide. This work is being developed.

- **Financial Wellbeing**

In 2019, a survey carried out by The Financial Wellbeing Index found that 94% of UK employees admit to worrying about money and, of these, 77% say that money worries impact them at work. This is only set to get worse with the current cost of living crisis and potential industrial action. Anecdotally, some of our staff are really struggling to make ends meet. There are a number of things we could do to assist staff. These include raising awareness of current benefits schemes already in place, signposting staff to external financial support available or agencies who may be able to assist. There are also a number of salary sacrifice schemes that could help, including groceries and IT kit. This work will be scoped to identify support we could provide to ease staff's financial situation.

3 Financial Implications

There are no direct financial implications arising from this report. Some of the recommended actions will have a cost, however they will be funded from existing budgets.

4 Legal Implications

The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.

5 Human Resource and Diversity Implications

There are no negative HR implications of this work and upskilling and empowering managers to better support the health and wellbeing needs of their team members will support our aims to reduce sickness absence.

Mental health conditions are recognised as a disability under the Equality Act 2010 and reasonable adjustments and support are available to staff. The Reasonable Adjustment Policy and Guidance supports managers through the process, with advice from HR and the D&I team.

6 Equality Impact Assessment

Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance? (EIA guidance and form 2020 form.docx (westyorksfire.gov.uk))	No
Date EIA Completed	DD/MM/YY
Date EIA Approved	DD/MM/YY

The EIA is available on request from the report author or from diversity.inclusion@westyorksfire.gov.uk

7 Health, Safety and Wellbeing Implications

The improvements identified in this report will further enhance the support we have in place to look after the mental health & wellbeing of our staff.

8 Environmental Implications

There are no environmental implications arising from this report.

9 Your Fire and Rescue Service Priorities

This report is linked to the following strategic priorities within Your Fire and Rescue Service 2022 – 2025:

- promote the health, safety, and wellbeing of all our people.
- improve the safety and effectiveness of our firefighters.

10 Conclusions

The review has identified a good level of support in place to look after staffs mental health & wellbeing, demonstrating the Authorities commitment in this respect. There are however some further improvements that can be made and these will be implemented, coordinated by OHSU.



OFFICIAL

Gender Pay Gap Report 2022

Human Resources Committee

Date: 24 March 2023

Agenda Item:

07

Submitted By: Chief Employment Services Officer

Purpose

To report the 2022 Gender Pay Gap.

To provide an update to the HR Committee of the West Yorkshire Fire and Rescue Service on the submitted Gender Pay Gap data for the year ending 31 March 2022 and actions to support closing the gap.

Recommendations

HR Committee to note the report.

Summary

West Yorkshire Fire and Rescue Authority is required to conduct gender pay reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. The UK Gender Pay Gap figure for all employees according to data released by the ONS in October 2022 is 8.3%.

WYFRA has a pay gap of 2% which is a further reduction on the 2021 pay gap which was 11.3%. Annex one provides the "WYFRA 2022 Gender Pay Report" prior to its official publication on the government website and inclusion in the WYFRS Website.

Local Government (Access to information) Act 1972

Exemption Category: None

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Background papers open to inspection: None

Annexes: Annex 1: Gender Pay Gap Report 2022

1 Introduction

- 1.1 West Yorkshire Fire and Rescue Authority (WYFRA) is required to conduct gender pay reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, to be published by 31st March annually. The attached report (Annex 1) provides the Fire Authority with the opportunity to review the “WYFRA 2022 Gender Pay Report” ahead of its official publication.
- 1.2 WYFRA is required to provide mean and median pay gap information from 31st March 2022. This will be published on gov.uk and the Authority’s website. To add extra depth to the report a comparison with previous years data is included.

2 Information

- 2.1 A “gender pay gap” shows difference in average hourly earnings of men and women. This is expressed as a percentage of men’s earnings, e.g. a 10% gender pay gap indicates women earn 90p on average for each £1.00 of male earnings, whereas a (minus) - 5% pay gap indicates women earn £1.05 for each £1.00 of male earnings.
- 2.2 WYFRA has a gender pay gap of **2%**, a further reduction of 9.3% from 2021. The Office for National Statistics (ONS) has published a national pay gap figure of 8.3% (October 2022); however it is important to note that the ONS indicates that as organisations were moving out of the Covid-19 pandemic and associated restrictions data should be considered over a longer period to track and measure trends.
- 2.3 WYFRA pay gap continues to track lower, year on year, by some 6.3% this year, as it has since 2017, our first reporting year, though the positive difference between WYFRA pay gap (2%) and the ONS national pay gap (8.3%) is at its most pronounced since records began.
- 2.4 As in previous years, WYFRA is expected to provide statements to outline underlying causes of any gender pay gap and outline actions and steps to be taken to reduce the gap. Data from the report is used to inform the next iteration of the Diversity and Inclusion Strategy and associated Action Plan.
- 2.5 Deadline for publication on the Government portal is 31 March 2023 and 31 March 2022 is the date used for calculations in line with reporting requirements.
- 2.6 Data and analysis included in the annexe are calculated using standard methodologies from the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. It is based on “ordinary pay” received by “relevant employees,” which includes additional responsibility allowances / specialist skills allowances, but not overtime. There are six calculations to carry out:
 - a) The mean (average) pay gap
 - b) The median pay gap
 - c) The proportion of males and female employees in each salary quartile band.
 - d) The mean bonus pay gap
 - e) The median bonus pay gap
 - f) The proportion of males and females receiving a bonus payment
- 2.7 All employees under any terms and conditions of employment are counted for reporting purposes. Any employee employed on 31st March 2022 paid their usual basic pay during the relevant pay period will be included.

3 Financial Implications

3.1 There are no financial implications arising from this report.

4 Legal Implications

4.1 The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.

5 Human Resource and Diversity Implications

5.1 The gender pay gap obligations have been introduced under the Public Sector Equality Duties (Equality Act, 2010). The service continues to work to ensure it is an inclusive employer and to increase gender representation in all parts of the organisation.

5.2 WYFRA remains confident that all people are paid on the basis of the work they do and not their gender or any other protected characteristic. All jobs are evaluated using an objective job evaluation scheme.

6 Equality Impact Assessment

Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance? (EIA guidance and form 2020 form.docx (westyorksfire.gov.uk))	No
Date EIA Completed	DD/MM/YY
Date EIA Approved	DD/MM/YY

The EIA is available on request from the report author or from diversity.inclusion@westyorksfire.gov.uk

7 Health, Safety and Wellbeing Implications

7.1 None directly arising from this report.

8 Environmental Implications

8.1 None directly arising from this report.

9 Your Fire and Rescue Service Priorities

- Support, develop and enable our people to be at their best.
- Achieve a more inclusive workforce, which reflects the diverse communities we serve..

10 Conclusions

- 10.1 WYFRA is confident that its gender pay gap does not stem from paying men and women differently for the same or equivalent work. The gap is the result of the roles in which men and women work within the organisation and the salaries that these roles attract.
- 10.2 WYFRA remains committed to diversity and inclusion. We promote equality of opportunity and fair and equitable treatment for all employees, regardless of protected characteristics or personal circumstance. We also deliver a wide range of value adding positive action measures, such as ongoing work to enable women to compete for operational firefighting opportunities and increased support to raise the levels of confidence in women to step forward for development opportunities
- 10.3 It is encouraging that the gender pay gap continues to track much lower than national figures. There is more to do.
- 10.4 Work continues to deploy practical opportunities for support and professional and personal development to enable employees to take up opportunities for professional development and progression and to ensure all people within the organisation feel supported and enabled to achieve a fulfilling career within WYFRA.



West Yorkshire
Fire & Rescue Service

Gender Pay Gap Report 2022



Statement from the Chief Fire Officer, John Roberts & Chair of West Yorkshire Fire & Rescue Authority, Councillor Darren O'Donovan

“This year’s gender pay gap report covers the transition from lockdown and the period of the ‘roadmap out of lockdown’ which continued throughout June of 2021, with some impacts felt even after this time. As an emergency service we transitioned back to the new normal in areas such as prevention and protection and integrated innovation and lessons learned and continued to deliver for our communities. The Office for National Statistics indicate that figures produced for this year nationally are subject to more uncertainty than in previous years because of this.

West Yorkshire Fire and Rescue Authority remain resolute and committed to delivering fair treatment for everyone who works with us, regardless of protected characteristics or personal circumstances. We are proud of our commitment to an inclusive workforce and the steps we take to deliver it.

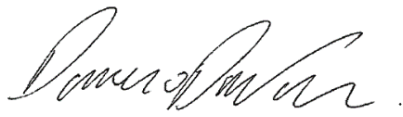
Our salary scales are transparent and available for anyone to view, our pay scales show WYFRA pays our people within the same salary range for the same job.

There is much more to do. We work hard to make sure women who share our values and are thinking of a career as a firefighter are encouraged to join us. There are still significantly more men than women in operational roles, but this is changing. Our ongoing investment in encouraging women to join, our improvements in how we reach out and connect with people from underrepresented groups; the practical steps we have made to begin addressing our gender imbalance in operational firefighting roles through positive action initiatives are all things of which we are proud. Being a Fire Fighter is incredibly rewarding and your gender or other protected characteristic does not indicate how great you will be at making West Yorkshire Safer.

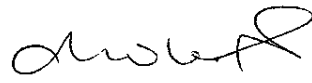
We stand up for what is right and though stereotypes do exist we work hard to challenge and remove them. It still surprises us when people think being a Firefighter is a “Man’s job;” these people are not welcome at WYFRA, but such outdated views still exist. We continue to work tirelessly locally and nationally to highlight the many diverse people and roles within fire and rescue services. People of all genders can and do make fantastic Firefighters.

Our gender pay gap is **2%**, some **6.3%** below ONS figures for 2022. We always pay people doing the same job within the same salary range. People are appointed on their values, experience, and expertise alone; our pay structure is completely transparent and does not favour one gender over another.

We are a welcoming and high performing organisation achieving Good across all areas in our latest HMICFRS Inspection and continue working to be an organisation that more closely reflects the communities we serve. We continue to make progress, but the road ahead is long. Our actions continue help move WYFRA forward to achieve the enormous benefits a diverse workforce and inclusive organisation brings to people and communities””



Cllr Darren O'Donovan
Chair of the Fire Authority



John Roberts
Chief Fire Officer

■ Introduction

West Yorkshire Fire and Rescue Authority (WYFRA) is a public sector employer with over 250 staff, and therefore is required to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

Gender pay reporting compares rates of pay and bonuses by gender. At WYFRA all jobs are evaluated against a consistent pay scheme and allocated to a specific grade(s); people recruited are appointed to an agreed pay point for each job. Pay rates are transparent and everyone is appointed based on knowledge, skills, and experience within the range of pay for the role.

The Gender Pay Gap enables WYFRA to understand gender equality in our workplace; the balance of male and female employees at different levels and enables steps to be put in place to address inequalities identified.

■ Regulatory Requirements

The regulations give a wide definition of who counts as an employee, (e.g., the self-employed & agency workers); for WYFRA this includes all employees regardless of role and terms and conditions of employment.

In order to report the Gender Pay Gap there are six calculations organisations must carry out:

- a. Mean pay gap – average of hourly pay for men compared with women.
- b. Median pay gap – mid-way point from lowest to highest hourly rates for men compared with women.
- c. Male and female employees in each salary quartile band.

There are a further three calculations required under the regulations, which do not apply to WYFRA because the organisation does not pay any bonus:

- d. The mean (average) bonus pay gap
- e. The median bonus pay gap
- f. The proportion of males and females receiving a bonus payment

WYFRA voluntarily shares data on overtime and additional allowances in the spirit of transparency. Figures reported are calculated using methodologies from the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 using guidance issued by Government Equalities Office (GEO) and ACAS.

West Yorkshire Fire and Rescue Service Gender Pay Data

Workforce Information - Total Employees

The report data is from 31 March 2022, for reporting, our workforce is split into four groups. 1. Fire & Rescue Staff provide professional services to support the operational (firefighting) workforce. 2. Operational Whole Time includes professional firefighting colleagues and people in front line firefighting operations. 3. Control includes all colleagues who take calls and carry out initial incident management until crews arrive. 4. Retained includes all firefighters who provide services on an 'On Call' basis.

WYFRS Staff 2022 Data*			
Employee Group	Female	Male	
FRS Staff	185	156	
Operational Whole Time	62	848	
Control	35	14	
Retained	9	152	Totals
Totals	291	1170	1461

* Data includes all staff, not just people included within pay gap reporting.

A) Mean (Average) Pay Gap

In 2022 average hourly rates for women increased by £2.24 to **£16.95**. In 2021 £14.71 and in 2020 this was £14.49. Male average hourly rates in 2022 were £17.29, an increase of £0.71, in 2021 was £16.58, rising from £16.39 in 2020.

The gender pay gap has positively changed to just **2%** over all this year (2022/3); in 2021 the gap was 11.3% and in 2020 the gap was 11.6%.

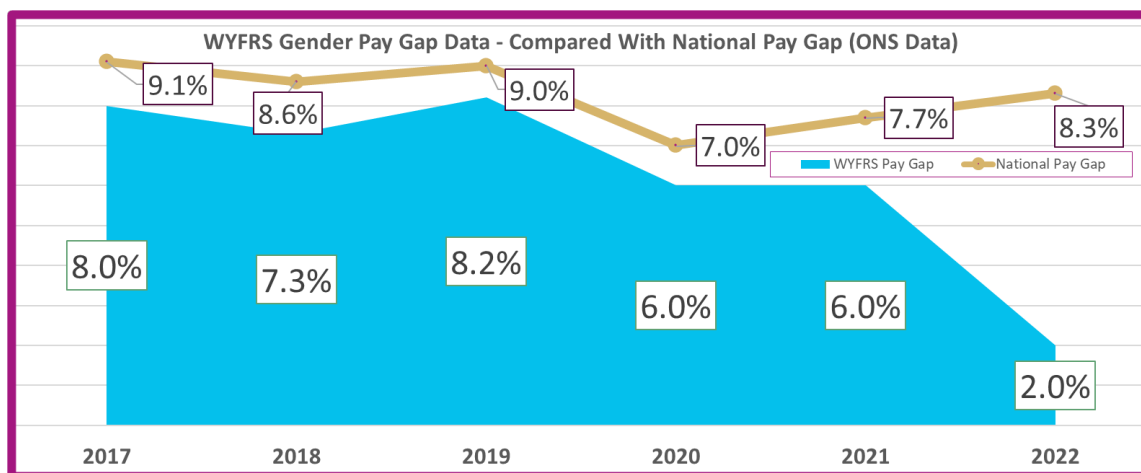
2022	Female	Male	Gap	%	Increase / Decrease compared to 2021 pay	Trend
						■ Negative ■ Slight change ■ Positive
All people - Mean (Average) Hourly Pay	£16.95	£17.29	£0.34	2.0%	9.3%	↓
FRS Operational (Grey Book)	£16.45	£17.49	£1.05	6.0%	1.3%	↑
FRS Retained	£14.72	£14.78	£0.06	0.4%	3.2%	↓
FRS Control	£14.99	£15.50	£0.51	3.3%	-1.4%	↑
FRS Fire Staff (Green Book)	£17.66	£19.04	£1.37	7.2%	-0.9%	↑

There has been an increase in the firefighting pay gap, which currently stands at **6%**, an increase of 1.3% on 2021, which stood at 4.7%. Retained has also seen a positive change where the gap further narrowed, standing at just **0.4%**, a positive change of 3.2% from 2021. Changes in the pay gap are generally as a result of staff turnover, promotions, and new starters, rather than specific changes to the pay structure itself.

Overall, factors which impact on the ability to influence the pay gap, such as levels of recruitment and employee turnover continues to increase as ongoing pay restraint and a rise in inflation widens the gap between public and private sector pay rates. The ongoing gender pay gap in Fire Staff roles and the increased pay gap for FRS Operational roles is because many upper quartile senior officers and heads of departments continue to be mostly men.

The gender pay gap has changed significantly from last year's report, moving from 11.3% to **2%**. The pay gap continues to move in the right direction and has significantly changed for this reporting year; however there are two areas where the pay gap negatively changed. Both areas have seen some churn. The gender pay gap compares favourably with ONS (Office for National Statistics) national report pay gap, which stands at 8.3%.

The chart which follows illustrates the pay gap performance of the organisation over the six reporting years 2017/18 to 2022/23. The WYFRS gender pay is consistently lower than official ONS UK figure every year since reporting began in 2017 and this reporting year the gap is at its greatest since reporting began.



The ONS has released pay gap data for the region in addition to the UK for 2022. The Yorkshire & Humber pay gap stands at 10.4%, higher than the UK figure and significantly higher than West Yorkshire Fire and Rescue Service.

■ B) Median Pay Gap

2022	Female	Male	Gap	%	Gender Difference from 2021
Median Hourly Pay	£15.46	£15.72	£0.26	1.7%	4.3% ↓
FRS Operational (Grey Book)	£15.96	£16.31	£0.35	2.2%	
FRS Retained	£14.72	£14.72	£ -	0.0%	
FRS Control	£14.40	£15.42	£1.02	7.0%	
FRS Fire Staff	£15.56	£18.79	£3.23	20.8%	

2021	Female	Male	Gap	%	Gender Difference from 2020
Median Hourly Pay	£14.51	£15.49	£ 0.98	6%	0.0% ↔

The median pay gap has positively reduced again to **1.7%**, a fall of 4.3% from 6% in 2020 and 2021 and 8.2% in 2019.

People of all genders are paid in line with pay rate for the job. Each job is objectively evaluated and placed within a defined pay range or grade. There is no reference to protected characteristics in this process meaning there is no difference in how men and women are paid for the same roles at WYFRS.

Our pay structure is transparent and based on job requirements alone. Jobs are measured against a consistent objective job evaluation / grading scheme, based on a nationally determined and fixed grading structure for Firefighters and a Fire Staff grading structure aligned with public sector pay agreements.

The median pay gap has reduced in cash terms from last year and is now **26p**, from last year's figure of £0.98. The median salary pay rate difference for men and women shows men still earn more per hour than women though the gap is the lowest reported gap for WYFRS.

The biggest difference across the main pay groups across the organisation occurs in the Fire Staff / Green Book group. This currently stands at **20.8%**, an increase from 2021 (17%), 2020 was 21%. There has been some movement in senior roles, which continue to be occupied mainly by men, conversely lower paid support roles are mainly occupied by women.

C) Salary Quartile Bands

A quartile is defined as four equal 'slices' of pay data which is filtered by the proportion of women and men and in each, as a result there may be people on the same hourly rate showing in two quartiles:

The data is shared in three ways, the whole organisation, Fire Staff and Firefighting colleagues as shown by the tables below.

Whole Organisation

Salary Quartile Bands – Overview 2022								
Gender	High	Gender Difference from 2021	Mid (Upper)	Gender Difference from 2018	Mid (Lower)	Gender Difference from 2018	Low	Gender Difference from 2021
Women	20%	6% ↑	16%	0% ↔	10%	2% ↑	32%	5% ↓
Men	80%		84%		90%		68%	
6% ↑					3% ↓			

Salary Quartile Bands – Overview 2021								
Gender	High	Gender Difference from 2020	Mid (Upper)	Gender Difference from 2018	Mid (Lower)	Gender Difference from 2018	Low	Gender Difference from 2020
Women	14%	3%	16%	1%	8%	1%	37%	0%
Men	86%		84%		92%		63%	
2% ↑					1% ↑			

The changes across each of the four quartiles are not necessarily a good or bad thing – just a demonstration of the changes in gender in each quartile; the exception to this, however, is the increase in the proportion of women in the top salary quartile by a significant **6%**.

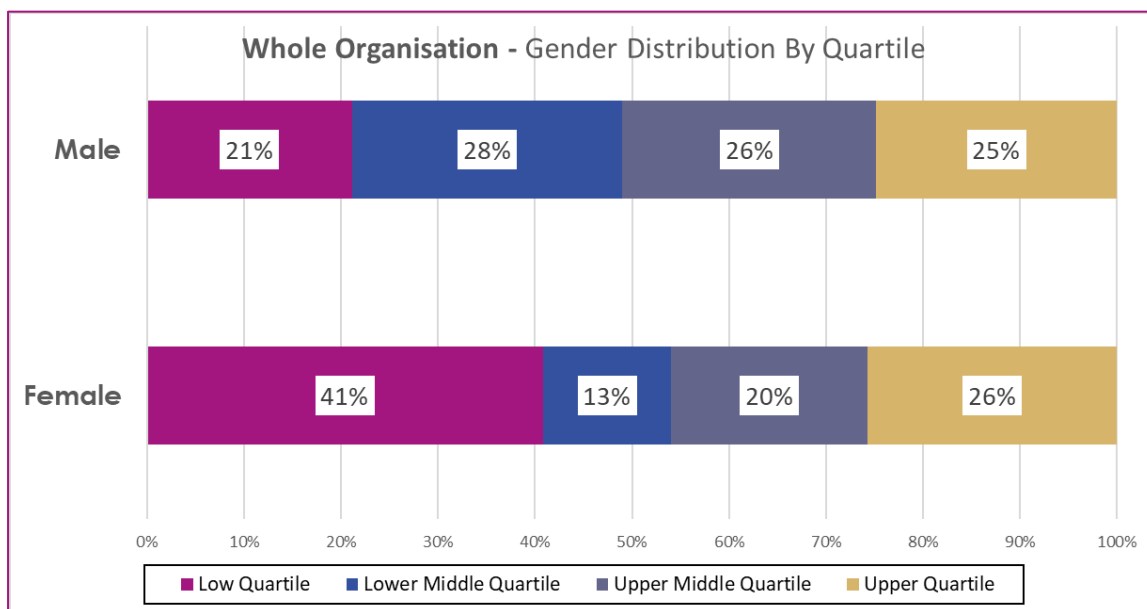
Salary Quartile Bands – Breakdown 2022						
Quartile	Hourly Rate Range	Women	% Women	Men	% Men	Total
High	£18.80 - £78.56	70	20%	277	80%	347
Mid Upper	£15.58 - £18.79	55	16%	292	84%	347
Mid Lower	£14.72 - £15.58	36	10%	311	90%	347
Low	£10.49 - £14.72	111	32%	236	68%	347
Total		272		1116		1388

The high quartile salary band continues to be underrepresented by women; there has been a further **6%** increase in the representation of women in the top quartile. In 2021 14% of 'high' quartile roles were occupied by women; 12% in 2020. The 2022 figure is **20%**.

There is no change in the number of women in the mid-upper pay band which remains at **16%** the same is in 2020 and 2021.

Despite some positive progress in the upper quartiles, when comparing women and men in the bottom half of salary distribution, more women are in the lowest two quartile salary bands, 54% of women, men 49%.

A comparison of the numbers of women and men in each of the four quartiles is shown below. Men are distributed relatively evenly across each quartile. This is not the case for women however as a higher proportion are in the lowest quartile.

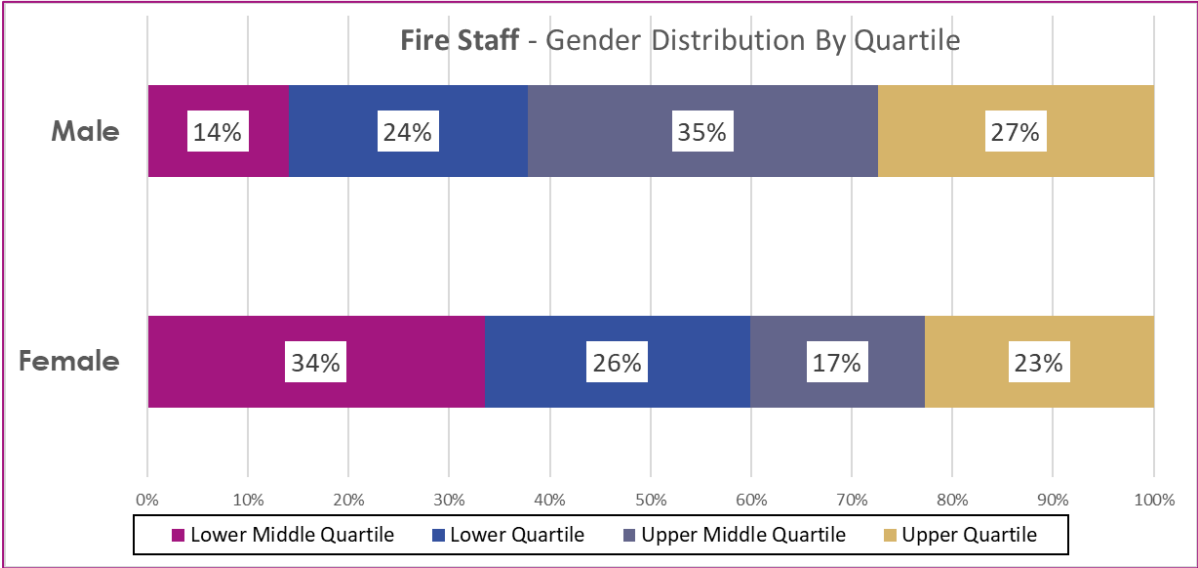


The proportion of men and women in the top quartile shows women slightly ahead at **26%**, whereas **25%** of all men are in the top quartile. For the bottom quartile, **41%** of all women are in the lowest quartile compared to **21%** of all men.

Fire Staff - Support & Enabling Staff / Green Book)

Fire Staff (Support / "Green Book") 2022							
Quartile	Hourly Rate Range	Women	% Women	Men	% Men	Gender Difference from 2021	Grand Total
High	£21.40 - £48.91	38	51%	37	49%	0% ↔	75
Mid Upper	£17.19 - £21.03	29	38%	43	62%	0% ↔	76
Mid Lower	£13.54 - £17.18	44	58%	36	42%	3% ↓	76
Low	£10.86 - £13.43	56	75%	19	25%	5% ↓	75
Total		167		135			302

There is stability within the high (51%/49%) and mid-upper (38%/62%) Fire Staff quartile as the gender split has remained static. The Mid-Lower quartile has seen a slight negative change of **2%** and the low quartile has seen a negative shift of **5%**.

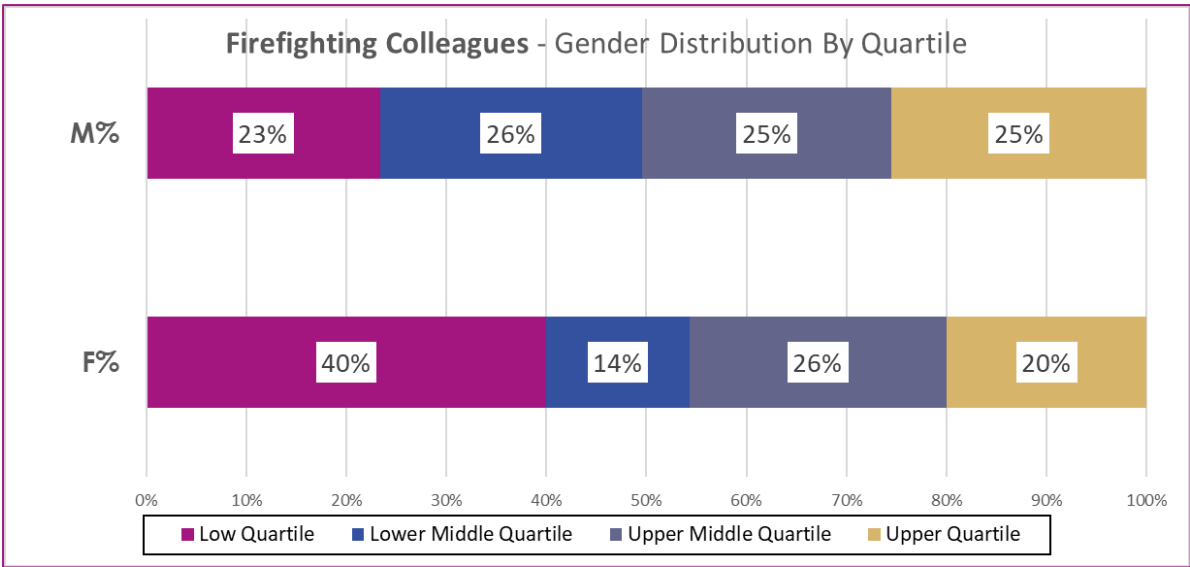


As can be seen from the above chart, the distribution between each of the four quartiles comparing men and women is different for Fire Staff. Men account for 14% of the low quartile, compared to 34% of women, men are 27% of the top quartile, compared with 23% women.

Firefighting Colleagues – Grey Book All, Including Control)

Firefighting Colleagues (Grey Book Including Control) 2022						
Quartile	Hourly Rate Range	Women	% Women	Men	% Men	Grand Total
High	£17.75 - £78.56	21	8%	250	92%	271
Mid Upper	£15.43 - £17.75	27	10%	245	90%	272
Mid Lower	£14.72 - £15.43	15	6%	257	94%	272
Low	£10.49 - £14.72	42	15%	229	85%	271
Total		105		981		1086

NB: There is no comparison with previous years as this data is shared for the first time.



The chart highlights the proportion of male and female staff in each quartile. The data clearly shows that for male firefighting colleagues the split is fairly even, but for women there are significantly more women as a proportion in the low quartile, and few in the top quartile.

■ D –G) Bonus Payments

The Fire Service does not offer a bonus scheme. Therefore:

D) The mean bonus pay gap – **N/A**

E) The median bonus pay gap - **N/A**

F) The proportion of males receiving a bonus payment - **N/A**

G) The proportion of females receiving a bonus payment - **N/A**

In line with our commitment to transparency we include data on additional allowances and overtime below.

■ Additional Allowances

WYFRA pay Additional Allowances on top of base salary for operational colleagues trained in specific skills or carrying out specialised additional responsibilities such as training, casualty care, water rescue and technical rescue. WYFRS does not offer a bonus scheme.

Additional Responsibility / Skill Allowance (SSA/ARA) 2022					
	Women	% Women	Men	% Men	Grand Total
People Receiving ARA Payments					
Total Operational Firefighting (Grey Book) Staff Receiving SSA / ARA	19 (106)	18%	192 (1014)	19%	211
Gender Split		49%		51%	

The review of Specialist Skills Allowances and Additional Responsibility Allowances has significantly reduced the numbers and range of people who are in receipt of the SSA and ARA payments. The data indicates a near gender parity with 18% of 'Grey Book' women receiving an allowance and 19% of men. When comparison is made across the two groups, women make up an equivalent of 49% pro rata of payments compare with a pro rata 51% for men.

Additional Responsibility Allowance Pay Data 2022					
Average ARA / SSA Payment	Women	Men	Gap	%	↓ 5%
	£63.62	£62.28	-£1.34	-2.2%	

Additional Responsibility Allowance Pay Data 2021					
Average ARA / SSA Payment	Women	Men	Gap	%	↓ 32.3%
	£58.97	60.65	£1.68	2.8%	

Over the past four years that has been a significant shift in both how and where ARA/SSA is paid, which has impacted on this data. The most appropriate comparison is for the last two years, where the gap has changed from £1.68 in 2021 to **-£1.34** in 2022. The review and updating of the allowances has led to almost gender parity in the proportion of women who receive the allowances and the percentage of women. In 2019 the gap was £91.00, which reduce to £15.01 in 2020. These figures clearly show the gender imbalance in the older scheme and how this has been remedied with the current scheme.

■ Overtime

As a 24/7 service overtime payments are used to ensure we remain at safe levels, are operationally resilient and able to respond at all times.

Overtime (2022)						
All Staff	Female		Male		Gender Difference from 2021	Totals
	Gender Composition	272	20%	1116		
Staff Receiving Overtime	63	15%	349	85%	↑4%	412
Staff Not Receiving Overtime	209	21%	767	79%	↓17%	976
% Of gender category receiving OT		23%		31%	↑23%	
					Gap	%
Average OT Payment	£ 257.79		£ 220.78		-£ 37.00	-17%
Median OT Payment	£ 222.88		£ 66.21		-£156.67	-237%

Overtime (2021)						
All Staff	Female		Male		Gender Difference from 2020	Totals
	Gender Composition	259	18%	1152		
Staff Receiving Overtime	110	11%	906	89%	↓1%	1016
Staff Not Receiving Overtime	149	38%	246	62%	↑15%	395
% Of gender category receiving OT		42%		79%	↓17%	
					Gap	%
Average OT Payment	£1270.47		£1143.95		-£126.52	11.1%
Median OT Payment	£875.70		£754.05		-£121.65	16.1%

Overtime requirements have levelled off in the reporting year and are more in line to 2020 figures. The nature of overtime requirements has been such that the types of employees receiving overtime continues to change year on year; it is therefore not helpful to directly compare previous years.

Women make up an increasing proportion of people receiving overtime payments. Both the average and median overtime figures favourable for women, with the gap showing **-17%** average and for median this figure is significantly different at **-237%**, the spread of payments is significantly reduced as there are significantly more men over all receiving overtime and

though the lowest and highest figures are comparable between genders, there are significantly more people over all which moves the median point somewhat.

Over all the overtime payments for both genders have significantly reduced, men received on average **£220.78** for the period, whereas women received on average **£257.79** which is a negative pay gap of **£37.01**. Median payments are also tracking significantly more favourable towards women than men. The payments were **£222.88** (Women) and **£66.21** (Men). A (minus) **-237%** gap.

The mean and median figures for the 2022 year are significantly different to the last reporting year as the effects of the pandemic on staffing wane and the results are closer to figures reported in 2020.

Overtime – Split by operational area (2022)				
Grey Book & Retained (Operational)	Female	Male	Gap	%
Gender composition of area	(71) 7%	(1000) 93%		
Gender split - staff receiving Overtime (OT)	(25) 7%	(315) 93%		0%
Average OT Payment	£ 247.00	£ 216.34	- £30.66	- 14.2%
Green Book (Fire Staff)	Female	Male	Gap	%
Gender composition of area	(185) 54%	(156) 46%		
Gender split - staff receiving Overtime	(22) 46%	(26) 54%		8%
Average OT Payment	£ 155.69	£ 215.71	£60.02	27.8%
Control	Female	Male	Gap	%
Gender composition of area	(35) 71%	(14) 29%		
Gender split - staff receiving Overtime	(16) 67%	(8) 33%		4%
Average Overtime Payment	£ 415.02	£ 412.37	- £2.65	0.6%

Overtime – Split by operational area (2021)				
Grey Book & Retained (Operational)	Female	Male	Gap	%
Gender composition of area	6%	94%		
Gender split - Overtime	(49) 5.5%	(843) 94.5%		0.5%
Average OT Payment	£1,039.54	£1,122.13	£82.59	7%
Green Book (Fire Staff)	Female	Male	Gap	%
Gender composition of area	53%	47%		
Gender split - Overtime	(34) 40%	(50) 60%		13%
Average OT Payment	£1,243.57	£1,090.55	-£153.02	-12%
Control	Female	Male	Gap	%
Gender composition of area	71%	29%		
Gender split - Overtime	(27) 68%	(13) 32%		3%
Average Overtime Payment	£1,723.45	£2,764.65	£1041.20	38%

Distribution of overtime in grey book and retained roles in 2022 is the same as the organisations gender profile, which is great to see. There is now a reverse gender pay gap for overtime which has swapped from 7% in 2021 to **-14.2%** in 2022, a significant change over the year. It is however difficult to identify whether this shift is part of a longer-term trend as the year includes some 'normalising' post Covid-19. For Fire Staff roles the gap has reduced and is now at its lowest level since reporting began. Control has seen a slight increase, but the numbers are relatively low which means a small shift in people receiving overtime makes a bigger impact on the gap over all.

■ Progress & Steps Taken

The mean (average) gender pay gap has significantly reduced to **2%**, the lowest since reporting began. The pay gap at West Yorkshire Fire and Rescue Service continues to track favourably with Office for National Statistics for each of the reporting years since records began, which is fantastic to report. The current Office for National Statistics pay gap is 8.3%. That said, this year also is impacted by the roadmap out of lockdown as outlined in the introduction section and as such figures are difficult to plot trends from.

The key reasons for the pay gap remain consistent, and include:

- More men than women in operational roles. There are positive signs of a shift in this area through the work around positive action for example. However, though headcount is increased, and more women are joining than in the past the overall headcount shows a relatively small proportion of women in the operational roles. This challenge remains common across the Fire and Rescue labour market, though progress is made:
 - Significant and sustained efforts to attract women for upcoming recruitment windows, with a return to delivery of a larger programme of positive action events.
 - Updating the Watch Manager development process in line with the successful changes implemented in the Firefighter-Crew Manager development to a develop/recruit model. In addition, considering how to improve the Station Manager development process along similar lines
- We are active regionally and nationally through work with the National Fire Chiefs Council (NFCC), including leading on national groups. Women continue to be under-represented in senior positions, though this picture is becoming more positive.

We continue to work hard to position West Yorkshire Fire and Rescue Authority as an employer of choice. We are proud of our record of narrowing the gender pay gap.

Our transparent pay structure means we can be sure any gender pay gap does not stem from paying men and women differently for equivalent work. The gender pay gap is a result of the specific roles in which men and women currently work within the organisation and the salaries each role attracts.

WYFRA have already taken steps to encourage gender parity, including:

- **Consolidating our evidence base:** Equality Data is captured and published
 - Significantly more people share their diversity data during the recruitment process enabling better quality data reporting. The work to identify trends in firefighter recruitment helps understand where barriers may exist and to identify whether improvements can be made which keep the standards incredibly high but remove bias from the process.
 - Continued pay gap reporting and putting in place real and practical actions to address issues identified.
 - Empowering our Gender Inclusion Staff Network to review data, provide case studies and influence decision making to enable WYFRS to continue narrowing the gap. Examples of successes include changes to PPE (Personal protective equipment), inclusive fire station design, and improvements to the shortlisting and testing regime.

- **Raising the profile of gender issues:** the organisation is keen to ensure gender issues are high on the agenda and continues to offer a series of awareness and training events to promote initiatives. This includes:
 - Celebrating International Women's Day and International Men's Day.
 - Strengthening our Gender Network. A gender issues network which has a membership made up of women and male allies to raise the profile and identify actions around gender issues.
 - A seat on our Diversity and Inclusion Board (a strategic body) for the Gender network Chair to ensure gender issues are raised and actioned at a strategic level, including a Board level gender champion, (Deputy Chief Fire Officer) who is an active participant in meetings.
 - We are actively involved with Women in the Fire Service and continue to be represented at a regional level. We also promote the sector wide network, increasing our presence at regional and national events.

- Equality Impact Assessments are mainstreamed, and members of the Gender Inclusion Network are consulted and asked to comment on each to ensure a robust and comprehensive EIA is in place.

■ **Equality Impact Assessments:** WYFRA have now mainstreamed the EIA process, integrating it both within performance improvement frameworks and project management tools. The improved use of EIAs has led to improvements in identifying potential bias in projects, including better consideration of gender issues in new-build fire stations as an example. The significant investment in this area will also ensure we future proof facilities on our newly developed buildings, in particular stations.

■ **Further Changes in Promotion Process:** Work to change the approach to promotion has led to more women coming forward to take the step up from Firefighter to Crew Manager. Work continues apace to change the Watch Manager to Station Manager process, which will launch in Spring 2022.

■ **Going Forward – What Next?**

Work which positively impacts our gender pay gap will focus primarily on initiatives which open up development and learning opportunities for women. Continued encouragement for operational women to take up promotion and development opportunities and the upcoming changes to the promotions process will support this work.

There are limited opportunities to address the gender pay gap through recruitment. The organisation is fortunate to retain the talent it has, and employee engagement remains strong. The 'Great resignation' caused by people reflecting on their experiences and priorities of the pandemic has started to have some impacts on the organisation, though it is too early to say what this means for our next gender pay gap reporting data.

We continue to drive changes to make a positive impact:

■ **Training:** Significant and ongoing training is delivered to managers and staff using internal and external experts to equip managers with a deeper understanding of diversity, including gender differences and experiences. We make available practical tools to support diversity and inclusion at work, including avoiding bias, understanding impacts of menopause, challenges of caring, and women's health and wellbeing.

■ **The Women in the Fire Service Development Programme:** This has now been added to our annual programme following fantastic feedback, with

attendance at annual development weekend sessions planned and supported by the organisation.

- **Parent and Carer Support:** WYFRA has a range of family friendly policies we are proud of including maternity leave, adoption leave and other leave for emergencies such as caring responsibilities. The updated flexi-time policy offers a wider band width to help achieve better work life balance. The move to greater hybrid working including work from home has enabled better work life balance for colleagues with caring responsibilities.
- **Menopause:** We are proud of our range of support measures for women experiencing the menopause, taking particular steps to support women firefighters by understanding the operational impact of menopause. We provide information and training to managers to ensure colleagues going through menopause feel supported. Our Occupational Health team provide advice and put in place specific adjustments as required. WYFRS is at the forefront of this work, including deploying a kit-pack available for women in operational roles dealing with the menopause.
- **Positive Action & Community Engagement:** We are proud of the steps we have taken and continue to take to get closer to our communities; there is more to do, but we are working tirelessly to make a positive impact. We put in place a number of successful interventions to support and enable women to get to the 'start line' of Firefighter recruitment resulting in many more women being offered and accepting firefighter roles than in the past.
- **Talent Management & Succession Planning:** The programme is being launched February 2023. The scheme is open to all, but specifically has a positive action stream. The programme includes mentoring, coaching, access to psychometric assessments, and an individualised learning programme to raise knowledge, skills, and confidence. The scheme includes greater support for women and other underrepresented groups. Research indicates women set a much higher bar than men before applying for a role, so this will be part of the women's learning programme.
- **Mainstreaming Equality Impact Analysis (EIA):** EIA is now embedded across the organisation and is particularly strong in major projects. The simplified and robust approach includes opportunities for the Gender Inclusion Network to review and suggest improvements provides assurance changes, such as new stations and other impactful projects consider the needs of everyone and remove gender barriers at the earliest stage. WYFRS is seen as sector leading in this area.

- **Flexible & Hybrid Working:** The significant challenges of work/life balance include much more emphasis on flexible and hybrid working. Many colleagues are enabled to work from home, other WYFRS locations, not just 'at work.' Hybrid and flexible working are starting to positively impact on senior operational roles. There is more to do for operational roles.

The roadmap out of lockdown which covers part of this reporting period may have impacted on the figures reported. We must consider this report alongside the previous reports too. We work tirelessly and remain committed to making a positive difference and further reducing the pay gap. This report shows sustained, positive progress as steps taken in this, and, previous years moves us further in the right direction and narrow the pay gap.

I, John Roberts, Chief Fire Officer, confirm that the information in this statement is accurate.

Date: 8 March 2023

A handwritten signature in black ink, appearing to read 'John Roberts', is positioned below the date. The signature is fluid and cursive, with a large initial 'J' and 'R'.



OFFICIAL

Human Resources Activity Report

Human Resources Committee

Date: 24 March 2023

Agenda Item:

8

Submitted By: Chief Employment Services Officer

Purpose	To inform Members of key employment services metrics incorporating data from Quarter 3 of this financial year for sickness absence (to the end of December 2022), HR activity to the end of December 2022, establishment figures as of the end of February 2023.
Recommendations	<ol style="list-style-type: none">1. That Members note the content of the report.2. That Members approve the posts outlined in 8.
Summary	This report informs Members of key data relating to Human Resources and specifically quarter 3 (1 October – 31 December)

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Rachel McArdle, Head of HR
rachel.mcardle@westyorkfire.gov.uk

Background papers open to inspection: None

Annexes: None

1. STAFF PROFILE (EMPLOYEE HEADCOUNT) – as of 22 February 2023.

Wholetime

	White British or Irish	Any Other White	Any Other Ethnicity	Mixed	Asian or Asian British	Black or Black British	Chinese	Not Known	Female	Male	Total Staff
Mar 2021	808	7	6	12	16	3	1	42	53	842	895
Jun 2021	817	8	6	12	16	3	1	49	57	855	912
Sep 2021	813	8	6	12	16	3	1	48	61	846	907
Dec 2021	813	9	6	14	16	3	1	50	62	850	912
Mar 2022	806	11	6	13	17	2	2	60	67	849	917
Jun 2022	790	11	6	15	17	2	2	69	67	844	912

	White British	White – Other	White & Asian	Asian or Asian British	Any other ethnic group	White & Black Caribbean	Mixed	Any other mixed multiple ethnic background	Black or Black British	Chinese	Irish	Not declared	Female	Male	Prefer to use own term	Total Staff
Dec 2022	792	11	1	17	6	4	11	2	2	2	1	74	71	851	1	923
Feb 2023	804	11	1	17	6	5	11	3	3	2	1	75	72	866	1	939

Control

	White British or Irish	Any Other White	Any Other Ethnicity	Mixed	Asian or Asian British	Black or Black British	Chinese	Not Known	Female	Male	Total Staff
Mar 2021	47	0	0	2	1	0	0	1	36	15	51
Jun 2021	44	0	0	2	1	0	0	1	34	14	48
Sep 2021	42	0	0	2	1	0	0	1	31	15	46
Dec 2021	46	0	0	2	0	0	0	2	35	15	50
Mar 2022	46	0	0	2	0	0	0	2	35	15	50
Jun 2022	46	0	0	2	0	0	0	2	34	16	50

	White British	White – Other	White & Asian	Asian or Asian British	Any other ethnic group	White & Black Caribbean	Mixed	Any other mixed multiple ethnic background	Black or Black British	Chinese	Irish	Not declared	Female	Male	Prefer to use own term	Total Staff
Dec 2022	45	0	1	0	0	0	1	0	0	0	0	2	33	16	0	49
Feb 2023	46	0	1	0	0	0	1	0	0	0	0	3	35	16	0	51

On-Call

	White British or Irish	Any Other White	Any Other Ethnicity	Mixed	Asian or Asian British	Black or Black British	Chinese	Not Known	Female	Male	Total Staff
Mar 2021	144	1	0	2	1	0	0	15	11	152	163
Jun 2021	147	1	0	2	1	0	0	12	11	152	163
Sep 2021	143	2	0	1	1	0	1	13	11	150	161
Dec 2021	144	2	0	2	1	0	1	12	8	154	162
Mar 2022	146	2	0	2	1	0	1	10	8	154	162
Jun 2022	146	2	0	2	1	0	1	9	8	153	161

	White British	White – Other	White & Asian	Asian or Asian British	Any other ethnic group	White & Black Caribbean	Mixed	Any other mixed multiple ethnic background	Black or Black British	Chinese	Irish	Not declared	Female	Male	Prefer to use own term	Total Staff
Dec 2022	143	2	1	1	0	1	0	0	0	1	0	10	8	151	0	159
Feb 2023	143	2	1	1	0	1	0	0	0	1	0	8	10	147	0	157

Green Book

	White British or Irish	Any Other White	Any Other Ethnicity	Mixed	Asian or Asian British	Black or Black British	Chinese	Not Known	Female	Male	Total Staff
Mar 2021	266	5	2	3	18	2	0	21	172	145	317
Jun 2021	262	5	2	3	18	2	0	21	179	142	312
Sep 2021	269	4	2	2	17	4	0	24	178	144	322
Dec 2021	269	6	2	2	16	3	0	21	176	143	319
Mar 2022	271	5	2	2	20	3	0	24	184	143	327
Jun 2022	266	5	2	3	20	2	0	24	181	141	322

	White British	White – Other	White & Asian	Asian or Asian British	Any other ethnic group	White & Black Caribbean	Mixed	Any other mixed multiple ethnic background	Black or Black British	Chinese	Irish	Not declared	Female	Male	Prefer to use own term	Total Staff
Dec 2022	267	4	1	15	2	2	0	1	1	0	0	26	186	136	0	322
Feb 2023	261	4	1	12	1	2	1	1	0	1	1	26	186	136	0	313

Brigade Total

	White British or Irish	Any Other White	Any Other Ethnicity	Mixed	Asian or Asian British	Black or Black British	Chinese	Not Known	Female	Male	Total Staff
Mar 2021	1265	13	8	19	36	5	1	79	272	1154	1426
Jun 2021	1270	14	8	19	36	5	1	83	281	1163	1435
Sep 2021	1267	14	8	17	35	7	2	86	281	1155	1436
Dec 2021	1272	17	8	20	33	6	2	85	281	1162	1443
Mar 2022	1269	18	8	19	38	5	3	96	294	1161	1456
Jun 2022	1248	18	8	22	38	4	3	104	290	1154	1445

	White British	White – Other	White & Asian	Asian or Asian British	Any other ethnic group	White & Black Caribbean	Mixed	Any other mixed multiple ethnic background	Black or Black British	Chinese	Irish	Not declared	Female	Male	Prefer to use own term	Total Staff
Sep 2022	1330	18	4	33	12	7	12	2	3	3	0	113	297	1162	1	1460
Dec 2022	1247	17	4	33	11	7	12	2	2	3	1	114	298	1154	1	1453
Feb 2023	1254	11	4	29	10	8	12	9	3	3	1	113	294	1162	1	1457

The above figures include Career Breaks, Maternity & Secondments.

	Wholetime	Control	On-Call	Green Book
All	939	51	157	313
Excluding career breaks, secondments, maternity leave.	929	51	154	303

2. Sickness Absence

SICKNESS ABSENCE - WORKING DAYS LOST PER EMPLOYEE
January 2022 - December 2022 PER MONTH

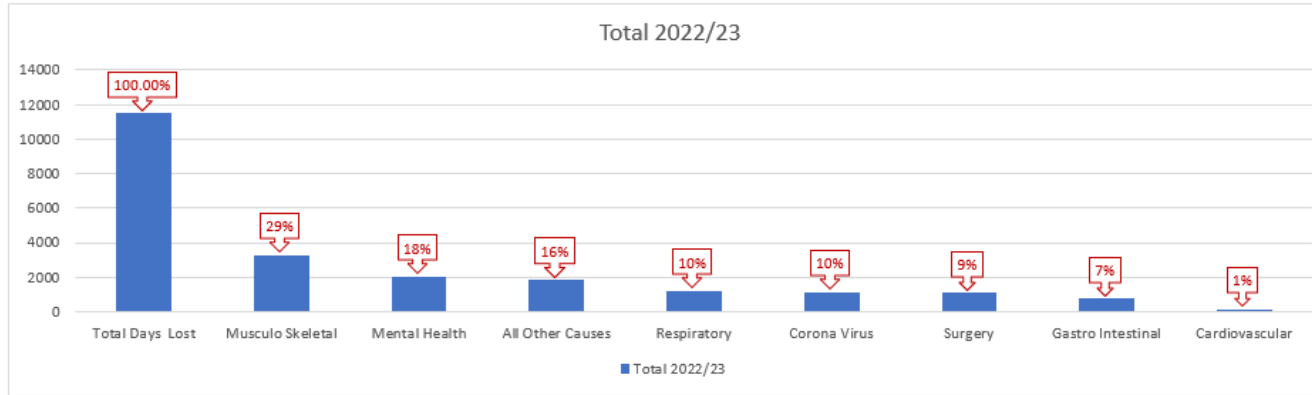
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Ops Response	1.70	1.00	0.17	0.90	0.75	0.74	0.88	0.89	0.73	0.99	0.97	1.14
Ops Support	1.25	0.73	0.35	0.08	0.00	0.85	0.80	0.46	0.94	0.84	0.58	0.23
Prev & Prot	1.03	1.03	1.07	1.02	0.82	0.27	0.33	0.74	0.79	1.47	0.70	0.79
Legal & Gov	0.95	0.50	0.50	1.21	1.24	1.45	1.15	1.16	1.67	2.59	2.74	2.32
Service Support	0.64	0.61	0.76	0.70	0.75	0.84	0.94	0.41	0.65	0.94	0.84	0.77
Emp Services	1.25	0.45	1.03	0.85	0.36	0.48	0.79	0.76	0.31	0.05	0.63	0.26
Finance	1.11	0.71	0.00	0.44	0.00	0.00	0.20	0.13	0.63	0.06	0.12	0.06
Corporate Comms	1.71	0.94	2.05	2.05	1.90	2.20	1.90	1.86	1.05	0.77	1.45	1.32
FSHQ	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	1.50	0.91	1.07	0.86	0.73	0.75	0.87	0.82	0.72	0.97	0.94	1.02
Target	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58
Previous Year Total (2020/21)	1.51	1.34	0.92	0.66	0.79	0.84	1.38	1.05	0.96	1.05	0.95	1.28

GREEN - BELOW TARGET
AMBER - WITHIN 10% OF TARGET
RED - OVER 10% OF TARGET

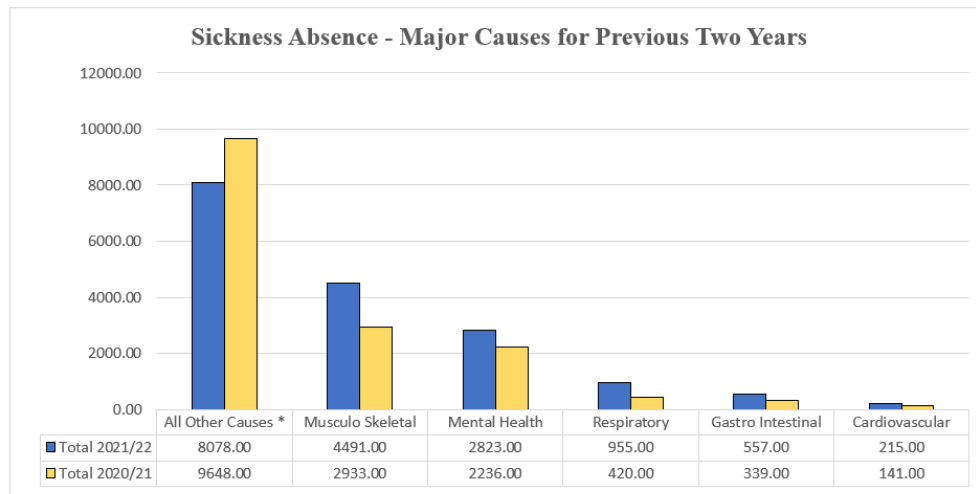
These figures include absence due to Covid19 and Self Isolating per employee.

SICKNESS ABSENCE - MAJOR CAUSES FOR CURRENT YEAR 2022/23 (Financial Years)

	Total Days Lost	Musculo Skeletal	Mental Health	All Other Causes	Respiratory	Corona Virus	Surgery	Gastro Intestinal	Cardiovascular
Total 2022/23	11494.0	3284.0	2024.0	1852.0	1204.0	1135.0	1083.0	765.0	147.0
Percentage	100.00%	29%	18%	16%	10%	10%	9%	7%	1%



	Total Days Lost	All Other Causes *	Musculo Skeletal	Mental Health	Respiratory	Gastro Intestinal	Cardiovascular
Total 2021/22	17119.00	8078.00	4491.00	2823.00	955.00	557.00	215.00
Total 2020/21	15717.00	9648.00	2933.00	2236.00	420.00	339.00	141.00
Total	32836.00	17726.00	7424.00	5059.00	1375.00	896.00	356.00
Percentage	100.00%	53.98%	22.61%	15.41%	4.19%	2.73%	1.08%



* All Other Causes includes Corona Virus and Self Isolating figures

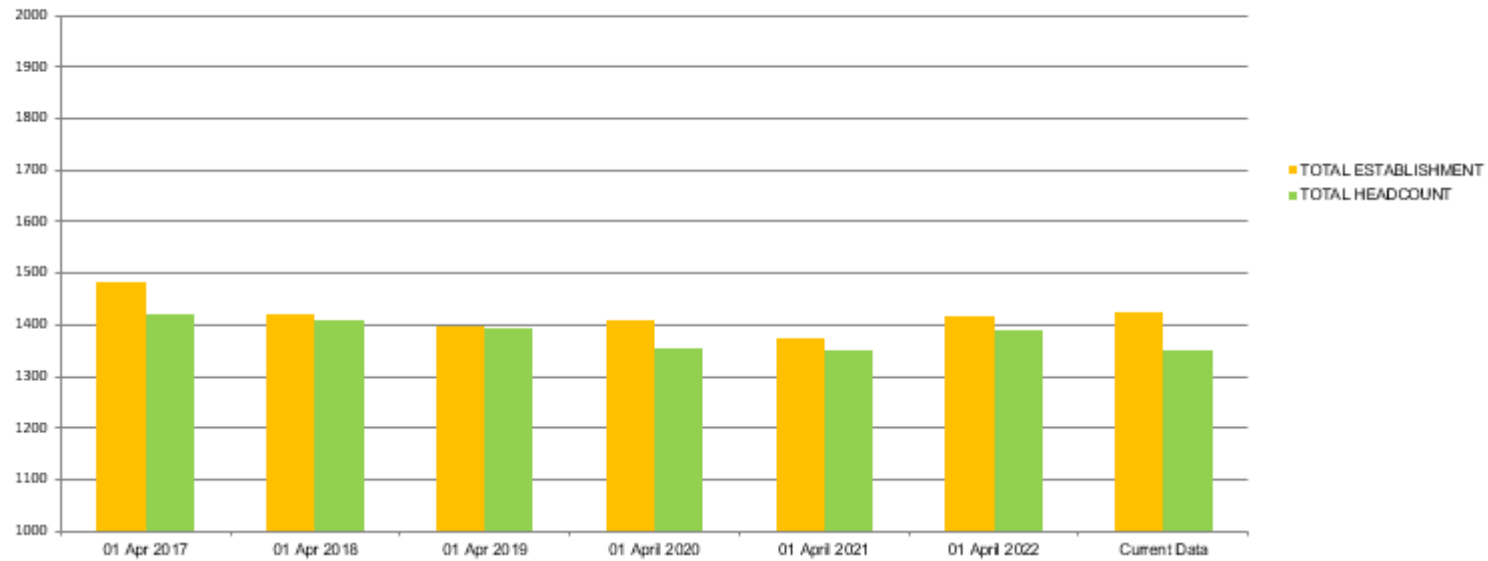
3. ESTABLISHMENT AND STRENGTH 1 APRIL 2017 to 31 DECEMBER 2022

Summary Figures – Establishment and Strength

	TOTAL ESTABLISHMENT	TOTAL HEADCOUNT	WHOLETIME ESTABLISHMENT	WHOLETIME HEADCOUNT	RETAINED ESTABLISHMENT	ON CLL POSITIONS COVERED*	CONTROL ESTABLISHMENT	CONTROL HEADCOUNT	GREEN BOOK ESTABLISHMENT	GREEN BOOK HEADCOUNT
01 Apr 2017	1483	1421	1032	985	120	94	43	49	288	293
01 Apr 2018	1420	1408	963	959	120	87	43	47	294	315
01 Apr 2019	1396	1394	927	951	120	82	44	48	305	313
01 April 2020	1408	1355	930	914	120	87	44	46	314	308
01 April 2021	1375	1351	900	895	120	96	44	51	311	309
01 April 2022	1418	1390	934	917	120	96	44	50	320	327
Current Data	1426	1349	941	912	120	78	44	49	321	310
Reductions to date	57	72	91	73	0	16	-1	0	-33	-17

* Retained strength shown as number of positions covered not people employed (this includes posts that will be covered by Trainees)

Graphical Representation of Establishment and Strength



Summary Figures - Employee FTE data - Current Date

	Current Headcount	Current Employee FTE
Wholetime	934	923.40
Control	49	44.76
On Call	161	76.48
Green Book	310	271.95

4. HEALTH AND SAFETY PERFORMANCE - 1 OCTOBER 2022 TO 31 DECEMBER 2022

Lost time up to 3 days

Actual performance 2022/23	Target 2022/23
12	24

Lost time over 3 days

Actual performance 2022/23	Target 2022/23
20	22

RIDDOR Major injury/disease

Actual performance 2022/23	Target 2022/23
0	No target set

5. OCCUPATIONAL HEALTH KEY PERFORMANCE INDICATORS 1 October 2022 – 31 DECEMBER 2022

Ref No.	KPI	Target	Quarter 1 October 2022 – 31 December 2022	YTD 1 April 2022 – 31 March 2023	Target achieved for present quarter
1	Management referral to appointment date (3 weeks)	90%	100%	80%	Yes
2	AMA report to management within 48hr	90%	100	100	Yes
3	No. of Did Not Attends (DNA's) or cancellation <48 hr notice*		0 Nurse 0 AMA	0 0	
4	No. of physiotherapy referrals		61	133	
5	No. of counselling referrals		12	35	
6	No. of management referrals		3	20	
7	No. of health screenings		36	62	
8	No. of self-referrals		3	11	
9	No of AMA consultations		172	584	

Please note the health screenings now include the Asbestos medicals.

6. DISCIPLINE AND GRIEVANCE CASES.

Discipline

01/04/2022	31/01/2023	Total Completed		Current Live Cases	Time to Complete if Outside of Target
	Total in Period	In Target [within 60 days]	Out of Target [over 60 days]		
Green Book	1		1		234 days
On Call	2			2	
Wholetime	8	1 [1 @ 44 days]	3	4	1 @ 192 days, 1 @ 177 days, 1 @ 112 days
Total	11	1	4		

Grievances

01/04/2022	31/01/23				
		Total Completed		Current Live Cases	Average / Time to Complete
	Total Received in Period	In Target [under 30 days].	Out of Target [Over 30 days].		
Control	2	1	1		1 @ 26 days, 1 @ 55 days.
Green Book	1	0	1		Incorrectly recorded as 257 days on previous report, was actually 111 days including appeal – tick box had been missed which confirms concluded on AccessHR [includes significant period of sickness absence]
Wholetime	11	4	7		Average 51 days [Some of the different durations, examples: 49 days, 54 days, 59 days, 66 days, 67 days, 80 days].
Total	14	5	9		

7. RECRUITMENT STATISTICS – 1 October 2022 – 31 DECEMBER 2022

External Recruitment by Directorate 1 Oct to 31 Dec 2022

Directorate	Total Received	Total Complete in Period	Total Complete Within Target	Total Complete Outside Target	Live cases	Average time to complete (Days)	Vacancies not appointed to
Finance & Procurement							
Service Delivery	3	2	2			50	1
Corporate Services	1	1	1			44	
Employment Services	1	1	1			41	
Service Support	2	2	2			34	

Target Timescale

Green < 84 Days
Red > 84 Days

Internal Only Recruitment by Directorate 1 Oct to 31 Dec 2022

Directorate	Total Received	Total Complete in Period	Total Complete Within Target	Total Complete Outside Target	Lives cases	Average time to complete (Days)	Vacancies not appointed to
Finance & Procurement							
Service Delivery	2	1	1		1	16	
Corporate Services							
Employment Services							
Service Support	4	2	2		2	27	

Target Timescale

Green <30 Days
Red > 30 Days

8. Increase in establishment

At the Full Authority meeting on 23 February, funding was approved for a number of new / additional posts. Under the Authority's Standing orders, HR Committee has to approve changes to the establishment. The posts that should be added to the establishment are:

- Communications & Engagement Officer
- Station Manager (non FDs) - FTC 18 months
- 2 Watch Managers (Development) - FTC 18 months
- 2 x Firefighters - FTC 18 months
- ICT Technician (FTC) 2 years
- Occupational Health Technician
- Drone Operators - additional 2 posts
- Employee Relations Investigator
- Data & Digital Manager
- Program Manager FSHQ (Extension of FTC to March 2025)

The costs have been provided for in the approved budget