



West Yorkshire Fire and Rescue Service

Gender Pay Gap Report

2018



Joint Statement

“West Yorkshire Fire and Rescue Authority is committed to the principle of fair treatment for all employees, regardless of the protected characteristics they share or their personal circumstances. We are pleased that WYFRA continues to have a gender pay gap lower than national figures. However we are on a journey and we accept there is more to do to achieve gender parity; there is no quick fix. Gender pay gaps are a result of a wrong-headed view that a Firefighter is a man’s job. It isn’t. These views are out of date and we are working hard to make sure we share this message far and wide. Being a Fire Fighter is a tremendously rewarding role and your gender or any protected characteristic is not a factor in how great you’ll be at making West Yorkshire Safer. We are working hard within West Yorkshire and beyond to support and promote initiatives that ‘level the playing field’. We are a public service organisation and it is important that our people reflect the communities we serve. We have a long road ahead, but we are proud of the progress we have made and have a plan in place to keep moving forward. We are proud of our progress and resolute in our intention to continue pushing forward to achieve the enormous benefits a diverse workforce and inclusive organisations bring to our communities”

Councillor Hughes
Chair of the Fire Authority

A handwritten signature in cursive script, appearing to read 'Judith Hughes'.

John Roberts
Chief Fire Officer

A handwritten signature in cursive script, appearing to read 'John Roberts'.

Introduction

West Yorkshire Fire and Rescue Authority (WYFRA) as a public sector employer with over 250 staff is required by law to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. Gender pay reporting is a different requirement to carrying out an equal pay audit - it is not a review of equal pay for equal work, rather it compares hourly rates of pay and any bonuses staff may receive by gender, seeking to expose any imbalance.

We will use the results to assess: levels of gender equality in our workplace; balance of male and female employees at different levels; and, how effectively talent is being maximised and rewarded. Steps will be taken to address inequities going forward.

What is Required

- A wide definition of who counts as an employee is used (e.g. self-employed people & agency workers), for WYFRA this includes all employees under “Gold Book”, “Blue Book”, “Green Book” and “Grey Book Wholetime” and “Grey Book Retained” terms and conditions.
- 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 employee 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
- The figures found in the following report were calculated using the standard methodologies from the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 (CIPD, 2017).

West Yorkshire Fire and Rescue Service Gender Pay Data

31st March 2018

Workforce Information - Total Employees

WYFRS Staff	
Gender	Employees
Female	252
Male	1188
Grand Total	1440

A) Mean (Average) Pay Gap

- The mean (average) pay gap is **10.7%**

	Female	Male	Gap	%	Gender Difference from 2017
Average (Mean) Hourly Pay Rate	£13.00	£14.56	-£1.56	10.7%	1.7% ↓

B) Median Pay Gap

- The median pay gap is **7.5%**

	Female	Male	Gap	%	Gender Difference from 2017
Median Hourly Pay Rate	£13.37	£14.46	-£1.09	7.5%	0.5% ↓

Comments:

The 2018 gender pay gap is **10.7%**. This has dropped a further **1.7%** from 2017; the gender pay gap between men and women has reduced by £0.24. There is still further to go but this continued fall is further evidence of our commitment. The median pay gap has further decreased from 13% (2016), 8% (2017) and in 2018 has reduced slightly to **7.5%**. The recruitment of women into middle and higher management posts continues to positively impact this figure.

The above shows women earn on average **10.7%** less than male staff. This equates to **£1.56** an hour. The mean hourly rate takes account of all salaries. At WYFRS our senior managers are mostly male, which continues to account for the pay gap between men and women.

The median pay gap has reduced further, though it still favours men. The mid salary pay rate difference for men and women shows men earning **£1.09** more per hour than their female counterparts, (Dropping from £1.15 in 2017). This is because of a significantly higher ratio of men to women in higher paid operational roles, and the number of men in senior management positions. It is encouraging to see the gap closing, but there is still further to go.



*Gender Pay Gap information for 2016 and 2017 can be found in appendix one on page xyz.

C) Salary Quartile Bands

- Proportion of women and men and in each quartile band:

Salary Quartile Bands – Overview								
Gender	High	Gender Difference from 2017	Mid (Upper)	Gender Difference from 2017	Mid (Lower)	Gender Difference from 2017	Low	Gender Difference from 2017
Women	10%	2% ↑	13%	0% ↔	10%	5% ↑	37%	1% ↓
Men	90%		87%		90%		63%	

Salary Quartile Bands – Breakdown						
Quartile	Hourly Rate Range	Women	% Women	Men	% Men	Total
1 High	£16.83 - £71.15	36	10%	324	90%	360
2 Mid Upper	£14.52 - £16.82	47	13%	313	87%	360
3 Mid Lower	£14.05 - £14.51	36	10%	324	90%	360
4 Low	£8.20 - £14.05	133	37%	227	63%	360
Total		252		1188		1440

Comments:

The high quartile salary band continues to be underrepresented by women, however, there has been a 25% increase in women in the top quartile when compared to last year (From 8% of posts occupied by women in 2017 to 10% in 2018).

The proportion of women in the mid upper band has remained the same as 2017.

There is a higher proportion of women found in mid-low and low quartile salary bands. This is because the majority of women currently employed within WYFRS are Fire Staff in support roles on “Green Book” terms and conditions. Most people in support roles don’t routinely work unsociable hours or shifts meaning their hourly rates don’t attract any incorporated enhancements. These roles are generally less well paid than operational roles. Operational Staff on “Grey Book” terms are paid at a higher rate from entry as a Fire fighter through to Senior Manager and Board level due to the nature of the work; these roles are mostly occupied by men.

The majority of women within WYFRS are found in the “low” quartile; however, 63% of people in this lowest quartile are men. The majority of men in this salary band are on-call “retained” operational colleagues.



Fire Staff (Support / "Green Book"):							
Quartile	Hourly Rate Range	Women	% Women	Men	% Men	Gender Difference from 2017	Grand Total
1 High	£14.70 - £54.48	38	50%	38	50%	6% ↑	76
2 Mid Upper	£12.15 - £14.69	27	35%	50	65%	2% ↓	77
3 Mid Lower	£9.38 - £12.14	49	65%	27	35%	0% ↔	76
4 Low	£8.20 - £9.37	51	66%	26	34%	4% ↑	77
Total		165		141			306

Comments:

Focusing on Fire Staff colleagues in support roles, indicates a 50/50 gender split in the highest quartile which is encouraging to see. Year on year the proportion of females in upper quartile of green book salaries has increased (7% in 2017 and a further 6% in 2018); this is due to increased recruitment and promotion of women in Fire Staff roles (specialist or middle management).

In the mid upper and mid lower quartile an interesting pattern is emerging where the data combined shows a 50/50 split whilst within each quartile the trend is reversed from 35/65 women to men ratio in the mid upper to 65/35 women to men ratio in the mid lower quartile.

There still remains a 66/34 higher proportion of women to men in the lowest quartile, there has been some recruitment into posts within this quartile (mainly women) and this has resulted in a negative increase of 4%.

D –G) Bonus Payments

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

- D) The mean bonus pay gap - **Not Applicable**
- E) The median bonus pay gap - **Not Applicable**
- F) The proportion of males receiving a bonus payment - **Not Applicable**
- G) The proportion of females receiving a bonus payment - **Not Applicable**

Additional Responsibility Allowances (ARA) and Continuing Professional Development (CPD) payments are included in "ordinary pay". In 'Gender Pay Gap Reporting' terms this is defined as; basic pay, allowances, pay for piecework, pay for leave and shift premium pay (ACAS, 2016). As per the regulations, the above information is deemed to satisfy requirements.

In line with our commitment to transparency we have extracted data on ARAs and Overtime below. However, it should be noted that work is underway to review ARA's and in particular how they are



set; they are not bonus payments, but specific work carried out which requires an additional level of competency or skill, such as water rescue.

Additional Payments

WYFRS does not offer a bonus scheme. Colleagues are eligible Additional Responsibility Allowances (ARAs) and some receive overtime. As a 24/7 service overtime payments are used to ensure we remain at safe levels and are able to respond at all times. Though not a requirement of the Act, we include ARAs and overtime in our report. It should be noted that further analysis of the 2017 data identified an error in the formulae used to calculate. This has been rectified and shown below.

Additional Responsibility Allowance (ARA) 2017						
	Women	% Women	Men	% Men		Grand Total
Operational (grey book) Staff Receiving ARA	27	63%	591	63%		607
Gender Split of staff receiving ARA		4%		96%		-
No. staff not receiving ARA	16	37%	342	37%		358
Gender Split of staff not receiving ARA		4%		96%		-
Operational (Grey Book) Staff Total	43		933		-	976

ARAs 2017				
	Female	Male	Total	
Grey Book Operational staff	43	933	976	
No. Staff receiving ARA	27	591	618	
Gender split of staff receiving ARA	4%	96%		
No. staff not receiving ARA	16	342		
% of gender category receiving ARA*	63%	63%		
			Gap	%
Average ARA Payment	£193.11	£300.13	+£107.02	+36%

As a result of the incorrect analysis in 2017, the pay gap has been recalculated and in 2017 the gap is 36% (women paid less than men) in terms of ARA payments.

Additional Responsibility Allowance (ARA) 2018						
Quartile	Women	% Women	Men	% Men	Gender Difference from 2017	Grand Total
No. Operational (grey book) Staff Receiving ARA	29	63%	585	65%	2% ↑	614
Gender Split of staff receiving ARA		5%		95%	1% ↑	-
No. staff not receiving ARA	17	37%	320	35%	2% ↓	337



Gender Split of staff <u>not</u> receiving ARA		5%		95%	1% ↑	-
Operational (Grey Book) Staff Total	46		905		-	951

Additional Responsibility Allowance Pay Data 2018				
Average ARA Payment	Women	Men	Gap	%
	£189.98	£301.25	£111.27	37%
Difference from 2017	↓ 2%	↔ <1%	-	↑ 1%

Comments:

In 2018 the numbers of people eligible for an ARA has changed with a slight rise in the number of eligible women (from 84 in 2017) to 87 and increase and a reduction in men (from 1087 in 2017) to 1047.

The ARA pay has dropped across the organisation from 2017 to 2018, however, though there is a slight increase in the numbers of women in receipt of ARAs and a reduction in men financial amounts have shown a gender difference.

In 2017 there were 43 eligible women of which 16 (**37%**) did not receive an ARA; in the same year there were 933 eligible men and 342 (**37%**) who did not receive an ARA. The proportion of women in 2018 in receipt of an ARA has remained consistent as a percentage, however, there are three more women in receipt of ARAs. There has been an increase to 65% of men in receipt of ARAs.

ARAs are usually awarded for specific “specialist” roles which receive higher allowances for example “Urban Search and Rescue”, Day Crewing and Day Crew Close Call; these roles are currently staffed by men.

There has been a slight change in the figures from 2017 to 2018 now that the reporting error has been remedied. It was originally reported In 2017 women received 13% more in value, however this was inaccurate as outlined by the tables above.

A project is underway to review ARA payments and though the findings are still being explored, it is likely that ARA’s will become part of a specific job description element and as such will be dealt with in an objective manner, based on the needs of the organisation and the location of the specific role. This outcomes from the review will feed into the 2019 report.



2. Overtime

It should be noted that further analysis of the 2017 data identified an error in the formulae used to calculate. This has been rectified and shown below.

Overtime (2017)					
All Staff	Female		Male		Totals
Gender Composition	231	19%	1223	81%	1454
Staff Receiving Overtime	36	6%	532	94%	568
Staff Not Receiving Overtime	195	28%	691	72%	886
% of gender category receiving OT		16%		43%	
					Gap
Average OT Payment	£281.27		£280.72		-£0.55 (<1%)

Overtime – Split by operational area (2017)				
Operational (Grey Book) Staff	Female	Male		
Gender composition of area	5%	95%		
Gender split of staff receiving OT	6%	94%	Gap	%
Average OT Payment	£253.54	£230.76	-£22.78	9%
Retained (Grey Book)	Female	Male		
Gender composition of area	4%	96%		
Gender split of staff receiving OT	4%	96%	Gap	%
Average OT Payment	£471.39	£483.67	£12.28	3%
Operational & Retained (Combined)	Female	Male		
Gender composition of area	4%	96%		
Gender split of staff receiving OT	4%	96%	Gap	%
Average OT Payment	£289.85	£284.50	£5.35	2%
Support Staff (Green Book)	Female	Male		
Gender composition of area	52%	48%		
Gender split of staff receiving OT	39%	61%	Gap	%
Average OT Payment	£264.11	£178.68	£85.43	-32%

Overtime (2018)						
All Staff	Female		Male		Gender Difference from 2017	Totals
Gender Composition	252	17%	1188	83%		1454
Staff Receiving Overtime	44	7%	553	93%	1% ↑	568
Staff Not Receiving Overtime	208	25%	635	75%	3% ↑	886
% of gender category receiving OT		17%		47%	-	
					Gap	%
Average OT Payment	£198.85		£304.77		£105.92	53%



Overtime – Split by operational area (2018)				
Operational (Grey Book) Staff	Female	Male		
Gender composition of area	5%	95%		
Gender split of staff receiving OT	5%	95%	Gap	%
Average OT Payment	£151.12	£266.61	£115.49	43%
Retained (Grey Book)	Female	Male		
Gender composition of area	5%	95%		
Gender split of staff receiving OT	4%	96%	Gap	%
Average OT Payment	£441.10	£480.17	£40.07	8%
Operational & Retained (Combined)	Female	Male		
Gender composition of area	5%	95%		
Gender split of staff receiving OT	5%	95%	Gap	%
Average OT Payment	£213.25	£311.32	£98.07	31%
Support Staff	Female	Male		
Gender composition of area	56%	44%		
Gender split of staff receiving OT	53%	47%	Gap	%
Average OT Payment	£173.64	£101.01	£62.64	-58%

Comments:

The numbers of staff in receipt of overtime payments has increased in 2018. As with ARAs, male staff are significantly more likely be in receipt of overtime payments; this can be attributed to the greater numbers of men in operational roles. There is a significant pay gap emerging and further research is required to understand whether there are organisational barriers to women taking up overtime opportunities where they exist.

Access to overtime varies according to the role staff perform. For very specialist roles (e.g. Urban Search and Rescue) overtime is higher than the rest and this is because of the nature of the work, limited resources and the fact that this group are currently all men.

The table below shows the overtime for Support Staff; as can be seen this is significantly lower in terms of numbers and percentage of Fire Staff who are in receipt of overtime payments. The gender split is very small in terms of access, however, there is a reverse gender pay gap as women receive more on average in payments than men, the roles where Overtime is paid are mostly held by women. For the majority of Fire Staff (Green Book) roles people will claim back their additional time as hours (e.g. Time in Lieu) rather than claiming overtime payments.

Overtime - Support Staff (2018)					
	Women	% Women	Men	% Men	Gender Difference from 2017
Support Staff Receiving Overtime	15	48%	16	52%	11% ↑
% of gender category receiving Overtime		9%		11%	-
				Gap	%
Average OT Payment	£150.69		£95.78		-57%



Conclusion and Recommendations

The figures set out above were calculated using standard methodologies (Equality Act). The report finds that the mean gender pay gap of 11%, which has reduced by a further 1% when compared with last year's figures. This is good news, however, there is more to do.

Some reasons for the gender pay gap in WYFRA are:

- Men are over represented in operational roles; this remains a feature of the Fire and Rescue labour market, though work is underway locally, regionally and nationally to identify and remove barriers from under represented groups.
- Women are under-represented in management and senior positions, though this is an improving picture.
- Women are over represented in the lowest quartile

WYFRA evaluates job roles and pay grades using objective measures without regard to the post holder's gender (or any other protected characteristic).

WYFRA demonstrates through our transparent pay structure that the gender pay gap does not stem from paying men and women differently for the same or 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 taken the following steps to increase gender diversity in all areas of its workforce:

- **Creating an evidence base:** Workforce Equality Data published annually which demonstrates
 - Men and women in each role/area (including breakdown by ethnicity);
 - Men and women at each level/rank of the organisation;
 - Data on men and women applying for jobs and being recruited;
 - Data on men and women applying for and obtaining promotions;
 - Data showing men and women leaving the organisation and their reasons for leaving
- **Raising the profile of gender issues:** the Chair of the Fire Authority is heavily involved in work across the organisation to promote gender equality and increase dialogue about topical issues.
 - The organisation holds extensive "International Women's Day" events to celebrate women's achievements in the organisation and beyond.
 - A support network to focus on gender issues is in the planning stages and we are focusing this on providing support and encouragement together with mentorship.
 - The organisation has active representation in the national 'Women in the Fire Service' Group, including the Yorkshire & The Humber Representative on the national body.
- **Providing support & a platform to raise challenge:** WYFRA has an internal staff network, the "Inclusion Action Group" with staff champions for each of the protected characteristics including gender. The organisations' "Corporate Driving Diversity Board" operates at a strategic level to identify, debate and action diversity and inclusion initiatives.



- **Training Managers:** Significant training has been delivered to managers using external experts to equip our managers with a deeper understanding and tools to support diversity and inclusion at work.
- **Employees:** Colleagues at all levels of the organisation are receiving diversity and inclusion training on an ongoing basis. Feedback on the training delivered to date has been excellent and the level of awareness of inclusion has increased. Unconscious bias training is in place and continues to be rolled out across the organisation.
- **Supporting parents:** WYFRA is currently developing new guidelines for staff and managers on supporting employees prior to, during and on return from maternity and other parental leave. WYFRA has an Agile/Flexible Working policy which is to be implemented in 2018/19.
- **Menopause:** WYFRA is rolling out a range of support measures and awareness raising events to ensure any colleague going through the menopause feels supported and has access to trained people to talk to. Our Occupational Health team provide specific advice and adjustments based on individual cases.

Going Forward:-

- **Practical Knowledge Workshops:** A series of thematic knowledge and experience workshops is being designed which will begin to be rolled out over the current financial year covering 'every day sexism' and myth busting to further advance inclusion and support gender parity.
- **Manager / Supervisor Induction & Development:** All people who are on the career development journey receive input around diversity, inclusion and positive action to ensure we are able to get aspiring leaders and first level supervisors on board early and are able to clarify their roles. We also use this opportunity to bust any myths.
- **Positive Action:** A programme of interventions has been delivered to support women to get the 'start line' of our Firefighter recruitment programme. This work has been successful and the proportion of women starting as new Firefighters will increase.
- **Talent Management & Succession Planning:** A programme is currently being developed to support people from underrepresented groups, including women to compete for the next steps in their career. Research is also to be carried out to establish any barriers which may exist for women in operational roles preventing women coming forward for promotion opportunities. We will be piloting a leadership development programme supported by the Women in the Fire Service organisation.
- **Data Analysis:** Further work is required to understand the gender differences in ARAs and Overtime and to explore whether there are any organisational factors which reduce opportunities for women to take up ARAs and Overtime, other than numbers and location of people in role.
- **Changes in Promotions Process:** Work is well under way to change the approach to promotion to ensure people are enabled to access learning and professional development opportunities to equip them for progression through an objective promotions process. This approach is transparent and ensures access to opportunities is fair and inclusive.



- **Refining Equality Impact Analysis (EIA):** EIA is in place and has been recently reviewed, simplified, refined and built into project management support and training. This embedding of EIA will be monitored and reviewed to ensure it continues to raise potential diversity and inclusion issues which can be removed before projects or initiatives are delivered.
- **Flexible Working:** There has been a recent review of our 'family friendly' policies. More colleagues' have taken up opportunities for flexible working, however, there is more to do, particularly with operational roles; work is underway to identify operational roles where individuals can work part time, job share and flexible shift patters. Work has commenced to investigate opportunities for senior operational posts to be offered more flexibly, e.g. Job Share. Further equality analysis is required to explore the impacts of different shift patterns offered by the WYFRA.

The key strands of work which will positively impact on the gender pay gap are focused on initiatives which will open up operational opportunities at all levels to women. The new intake of Firefighters will have a greater number of women than in previous years and this is helpful, however, the continued squeeze on budgets will limit the opportunity to address the pay gap through recruitment.

The increased focus on positive action initiatives which support women to compete for promotion opportunities will be a step forward, however, this too will take time to make the impact necessary to significantly reduce the pay gap further. We are working tirelessly to reduce the gender pay gap.

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

Signed

A handwritten signature in black ink, appearing to read 'J Roberts'.

Date: 11 January 2019



Appendix 1 - Gender Pay Gap Data 2017 (As Published)

Workforce Information - Total Employees

WYFRS Staff	
Gender	Employees
Female	231
Male	1223
Grand Total	1454

A, B) Mean and Median Pay Gap

- The mean (average) pay gap is **12%**
- The median pay gap is **8%**

	Female	Male	Gap	%
Average Hourly Rate	£12.67	£14.47	-£1.80	12%
Median	£13.23	£14.38	-£1.15	8%

C) Salary Quartile Bands

- Proportion of females and males and in each quartile band:

Salary Quartile Bands – Overview				
	High	Mid (Upper)	Mid (Lower)	Low
Female	8%	13%	5%	38%
Male	92%	87%	95%	62%

Salary Quartile Bands – Breakdown						
	Hourly Rate Range	Female	% Female	Male	% Male	Total
1 High	£16.25 - £68.69	29	8%	334	92%	363
2 Mid Upper	£14.20 - £16.15	46	13%	318	87%	364
3 Mid Lower	£13.53 - £14.20	19	5%	344	95%	363
4 Low	£0.53 - £13.53	137	38%	227	62%	364
Total		231		1223		1454

Support Staff:						
	Hourly Rate Range	Female	% Female	Male	% Male	Grand Total
1 High	£14.20 - £53.94	31	44%	39	56%	70
2 Mid	£12.04 - £14.20	26	37%	45	63%	71
3 Mid	£9.10 - £12.01	46	65%	25	35%	71
4 Low	£3.41 - £8.90	44	62%	27	38%	71
Total		147		136		283

D-G)
Bonus
Payments

The
Fire
Service
does
not



offer a bonus scheme. Therefore:

- The mean bonus pay gap - **Not Applicable**
- The median bonus pay gap - **Not Applicable**
- The proportion of males receiving a bonus payment - **Not Applicable**
- The proportion of females receiving a bonus payment - **Not Applicable**

ARAs				
	Female	Male	Total	
Grey Book Operational staff	49	1073	1122	
No. Staff receiving ARA	27	613	640	
Gender split of staff receiving ARA	4%	96%		
No. staff not receiving ARA	22	460		
% of gender category receiving ARA*	55%	57%		
			Gap	%
Average ARA Payment	£193.11	£170.94	+£22.17	-13%

Overtime				
All Staff	Female	Male	Total	
No. Staff receiving OT	36	532	568	
Gender split of staff receiving OT	7%	93%		
No. staff not receiving OT	195	691		
% of gender category receiving OT	16%	57%		
			Gap	%
Average OT Payment	£281.27	£280.72	£0.55	0%
*e.g 195/231 females do not receive OT = 84%				

Overtime				
Operational Staff	Female	Male		
Gender composition of area	5%	95%		
Gender split of staff receiving OT	5%	95%	Gap	%
Average OT Payment	£362.47	£357.21	-£5.26	1%
Support Staff	Female	Male		
Gender composition of area	52%	48%		
Gender split of staff receiving OT	39%	61%	Gap	%
Average OT Payment	£264.11	£178.68	£85.43	-32%