



**CAMBRIDGESHIRE
FIRE & RESCUE SERVICE**



Equality and Inclusion Compliance Report

**Equality Act 2010 (Specific Duties) Regulations 2011
April 2018 – March 2019
(including Gender Pay Gap as at 31st March 19)**

Glossary of terms

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Glossary

BAME	- Black, Asian and other minority ethnic
CFRS	- Cambridgeshire Fire and Rescue Service
FF	- firefighter
FRS	- Fire and Rescue Service
HFSC	- home fire safety check
HR	- human resources
ICT	- information and communication technology
LGBT	- lesbian, gay, bisexual and transgender
ONS	- office of national statistics
PPE	- personal, protective equipment
WT	- wholetime (firefighter)
PCs	- protected characteristics (defined by Equality Act 2010). These are age, disability, ethnicity (including race, national origin, nationality and colour), gender, gender reassignment, maternity and pregnancy, marriage or civil partnership, sexual orientation, religion or belief.

Introduction

This report aims to provide members of the public, service users, employees, Fire Authority, regulators and other interested parties with information relating to how Cambridgeshire Fire and Rescue Service (CFRS) complied with the public sector equality duty between April 2018 and March 2019 as required by the Equality Act 2010. The general equality duty requires the Authority to:

Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Equality Act 2010.	Advance equality of opportunity between people who share a protected characteristic and those who do not.	Foster good relations between people who share a protected characteristic and those who do not.
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There are **nine protected characteristics** defined by the Equality Act 2010: age, disability, ethnicity (including race, national origin, nationality and colour), gender, gender reassignment, maternity and pregnancy, marriage or civil partnership, sexual orientation, religion or belief.

Under the specific duties of the public sector equality duty, we are required to prepare and publish at least one equality objective which aims to meet the above general duty and to publish information that shows the diversity of our workforce. Our equality objectives are developed by the Inclusion Steering Group with support from our staff network, agreed by Chief Officers Group and ultimately the Fire Authority. They are set within the context of our corporate plan (Integrated Risk Management Plan) and are reviewed and revised annually. Our objectives for 2018 – 19 and progress against them are given below.

Section 1- Progress against our equality objectives 2018 – 19

1. Improve attendance of all communities in Cambridgeshire at fire safety business seminars.

“High impact days” aimed at reaching business communities where risk is greatest were introduced in May 2018. These days aim to identify those who are most in need of support to keep their businesses and premises safe. This engagement is followed up with invitations to free seminars which help businesses better understand and conform to fire safety legislation relevant to their trade and the premises in which they operate.

We want to assess whether different ethnic communities have the same knowledge and access to these business seminars, as in the past limited English language has proved to be a barrier. Therefore we monitor the ethnicity and preferred language of attendees to assess whether all parts of business community know about and can access this service. 402 people attended 66 seminars across the county in the last year. Twenty-six percent of those attending did not share their ethnic identity. Of those that did, (296), 12% identified as BAME and 88% White ethnicity. This compares favourably with the ethnic demographic profile of the county (10% BAME).

2. Ensure Safe and Well Visit data analysed to understand BAME engagement

Operational crews and Community Safety staff offer “safe and well” visits to those most vulnerable to being injured or killed in a fire. Visits are aimed at older people who have a disability, impaired mobility or who are vulnerable in some other way (e.g. substance misuse, hoarding behaviours; mental ill-health) as our data tells us these people are most at risk. A visit involves assessing risk in the residents’ homes, providing advice to reduce risk and fitting smoke alarms. Clients are identified:

- from data shared by our partners (e.g. NHS trusts, adult social care)
- referred to us from other agencies (e.g. Police, mental health services, charities)
- referred by family, friends or self-referred.

When carrying out safe and well visits, equality data is collected where possible so levels of engagement and advice offered to our diverse communities can be assessed.

In the subject year, 5,474 safe and well visits were carried out of which 74% provided diversity data. Equality data from safe and well visits is analysed regularly to provide information on performance and to identify any reasons for non-engagement affecting different equality groups. In Peterborough where 18% of population identify as BAME, 8% of all SAWs were to residents who identified as BAME. In Cambridge (also 18% BAME community) this figure is 4%.

3. Improve staff skills in engaging with different communities

In Sept 18 following the recruitment and initial operational training of 21 new Firefighter recruits, a 2 day community safety module was introduced to their re-integration training. This covered all aspects of community safety work including:

- delivering safe and well visits
- vulnerable residents
- dementia awareness
- mental health wellbeing
- safeguarding session
- community diversity and inclusion

This will be a standard part of induction training for all new FFs and now forms part of the ongoing training for wholetime operational personnel.

4. Improve workforce diversity

Statistical improvement in workforce diversity is reported at section 3. The following highlights our efforts to bring this about.

Duty operational crews increased attendance at community events that provide opportunity to engage with communities under-represented in CFRS workforce. A Station Commander was seconded to drive additional interventions and to engage front line staff in the importance of this work. Some examples are given below.

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- Ely PRIDE celebrating LGBTQ+ communities
- Eid in the Park (Peterborough) celebrating the end of Ramadan
- Dementia Action Week (Huntingdon)
- Open Cambridge
- Peterborough Women's Group (Peterborough) held one of their regular meetings at Dogsthorpe Fire Station
- Visits to faith schools to explain role of Cambridgeshire Fire and Rescue Service.

In addition, Recruitment Team and others have co-ordinated the following activities to help improve attraction and applications from our diverse communities.

- Nine "taster" sessions have been held at recruiting on-call stations targeting women and men who want to know more about working for CFRS. One of these was for women only.
- Four "have a go" sessions were held in September to encourage both women and BAME groups to consider firefighting as a career.
- 17 career events at schools and colleges were attended to promote the different roles in CFRS.
- Focus groups with BAME students and young people who identify as LGB or T were held to understand their views of the Fire and Rescue service and to identify any barriers to them joining.
- Worked with Leonard Cheshire's Change 100 programme to provide internships for disabled undergraduates with view to starting this summer 2019.
- Review of Combined Fire Control attraction, recruitment and selection methods began to improve BAME diversity of applicants.
- Diverse media channels such as Radio Salaam; Fyne Times and Queen Bee (local to Peterborough) were used to promote CFRS as an inclusive employer.

5. Ensure decision making in selection, training, development and promotion is as equitable as possible.

- Community "connectors" were invited to observe assessment day for recruit FFs to provide feedback on transparency and fairness with a view to joining interview and assessing panels in 2019.
- Assessor training programme was reviewed to provide more focus on rapport building, standardisation and unconscious bias.
- Unconscious bias e-learning supplemented by short video overviews and some face to face workshops to enhance staff's knowledge of the impact of this on fair decision making.

6. Retain diversity in workforce

- Menopause Guidance developed by group of women staff with support from FBU Women's section and other FRSs and published in Sept 18.

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- Awareness session held in September (35 predominantly women attendees) with a further one planned for Oct 2019 for all managers.
- Guidance for managers and staff on flexible working was developed.
- Quiet rooms that could be used by staff and visitors for prayers or for nursing mothers returning to work were introduced at SHQ.

7. Reduce concerns about bullying and harassing behaviours through delivery of year 1 RESPECT action plan.

RESPECT branding and key messages developed to raise awareness of need to challenge inappropriate behaviours and how to do so using the acronym RESPECT

- Raise it at the time
- Explain your feelings
- Support Others
- Play your part
- Empathise with others
- Consider your impact
- Take time to reflect

Fifty six briefings were delivered to staff groups to clarify what bullying behaviours may look like and to explain the aim of RESPECT as:

“The RESPECT programme aims to improve the Service’s culture, so no-one needs to put up with bullying or harassing behaviours and everyone knows how to effectively stop them and bring about change”.

Nine RESPECT Champions were selected and trained to provide confidential “first contact” support to staff who have concerns over inappropriate, bullying or harassing behaviours. In the first six months, thirteen conversations had been held and had helped most staff to take further action.

8. Take action to understand and reduce gender pay gap.

An external specialist consultant was commissioned to carry out an equal pay audit. The following recommendations were made and the work is now in hand:

- professional support management band structure would be reviewed with a view to reducing span of bands.
- some allowances to be reviewed to ensure they pass the ‘proportionate means to achieve a legitimate aim’ test.
- Review how employees are selected for specific additional duties that attract allowances for example, acting up.

The 2019 gender pay gap was 0.36% (mean hourly rate of pay) higher than previous year.

9. Ensure staff have skills and knowledge to achieve and value a diverse workforce.

Learning opportunities in equality, diversity and inclusion start during induction when staff are required to read all equality policies and complete “Equality Essentials e-learning module. Operational staff also have refresher on equality issues built into their training programme. An audit of managers’ knowledge and understanding of equality and inclusion carried out in 2018 showed a good overall level of understanding and confidence in applying policies. Workshops have been developed to cover those areas (e.g. disability) where there was less confidence in applying knowledge, policies and procedures and these are being delivered in second half of 2019.

From January 2019 operational Watches were visited to explore their understanding of positive action, the need for diversity and to answer any questions.

10. Leaders demonstrate due regard to EDI in decision making.

This is a continuing objective to ensure that all projects, policies and relevant decision making take account of the impact the activity may have on different communities. We aim to continually improve this and in this year sixteen areas of work were considered for “equality impact”.

Three training courses were run for new managers covering the legal requirements of the public sector equality duty as well as how to ensure decision making is fair and takes account of different needs. Nineteen managers attended.

Section 2 - Community Safety

Reducing community risk

Cambridgeshire Fire and Rescue Service has a vision of “a safe community where there are no preventable deaths or injuries in fires or other emergencies.” Fire incident and risk information is analysed regularly to identify those who are at highest risk of being injured or killed in a fire or other emergency incident so the Service can plan and make appropriate interventions. We work with a range of partners to identify and share relevant data so we can target our services appropriately.

Impact of Accidental Primary Fires: April 2018 – March 19

The number of accidental primary fires resulting in a fire casualty increased in 2018/19 with 49 accidental primary fires resulting in 63 fire casualties (including 2 fatalities) compared to 30 accidental primary fires in previous year. Of the 49 accidental primary fires, 59% occurred in a home. 70% of those injured were men and 22% were over 65.

5% of those injured identified as Black, Asian or other minority ethnic group, the remainder identifying as white British or White Other

Inclusive services – safe and well visits

As most accidental fires occur in the home, free safe and well visits are offered to those most at risk and involve a full assessment of the resident's home and fitting of a smoke alarm where necessary. In 2017 we began working with partner agencies to improve the way we support the most vulnerable in our communities. This expanded our service to offer advice on other well-being and safety issues e.g. falls' prevention; staying well and warm; alcohol use; crime reduction. The Service delivered 5,474 safe and well visits in the year, 979 more than previous year. The table below shows the distribution of these by gender, age, ethnicity, religion and disability and compares the data with the percentage of population group in Cambridgeshire and Peterborough.

Characteristic		% Population ¹	2017-18	2018-19	6 year average
Gender	Male	49.8%	32%	36%	37%
	Female	50.2%	68%	64%	63%
Age groups	Under 24	31%	1.2%	0.8%	1.9%
	25-39	20.9%	5.8%	3.8%	8.6%
	40-59	26.6%	7.8%	7.6%	12%
	60-74	14.1%	25.8%	27.6%	28%
	75 +	7.4%	59.4%	60.1%	49.6%
Ethnic Group	White	90.3%	95.1%	96.2	95.4%
	BAME	9.7%	4.9%	3.8%	4.6%
Religion	No religion, belief	29.1%	16%	18%	22%
	Christian	57.9%	79%	78%	73.3%
	Muslim	3.3	2	2	2.1
	Other religions ²	2.2%	2.5%	2.4%	2.7%
Disability	Day to day activities limited	16%			
	Disability		53.3%	51.2%	48.2%

¹ 2011 Census

² Each makes up less than 1% of population and includes Buddhist, Hindu, Jewish and Sikh faiths

This data tells us that the majority of safe and well visits are being delivered to people over 60 and to those who have a disability.

Children and Young People

Our services to children and young people include:

- Delivering water and road safety messages in schools and the consequences of arson.
- Multi agency Safety Zones are held at Fire Stations aimed at Year 5 and 6 pupils from local schools
- Firebreak - an intensive 5 day intervention programme that provides a positive alternative learning environment for 10 – 18 year olds.

Section 3 – Workforce

Workforce diversity and distribution

One of the Service's priority areas is to have a workforce that better reflects the community we serve and encourages diversity of thought and perspective.

To measure progress in this area we monitor staff protected characteristics from the start of the recruitment process and provide staff with the facility to input or update their equality details in the HR database on a self-service basis. Our aspiration is to see ongoing improvement in relation to applications from women candidates (for operational jobs) and candidates from diverse backgrounds in general. These are areas where outcomes in Fire and Rescue Service nationally and historically have been poor. Additionally we would like to see more progression to managerial roles for women and BAME staff.

A cross-functional team work to deliver specific positive action measures to improve diversity. This year we have further increased the team by seconding a Station Commander to oversee positive action work, improve links between operational staff and diverse communities and improve understanding among our staff. We have also appointed a further fixed term Positive Action Officer to focus on building relationships with diverse communities in Cambridge.

As at 31st March 2019 we employed 692 staff. Staff profile by role, protected characteristic and changes over the last 5 years are given below.

Total number of Staff

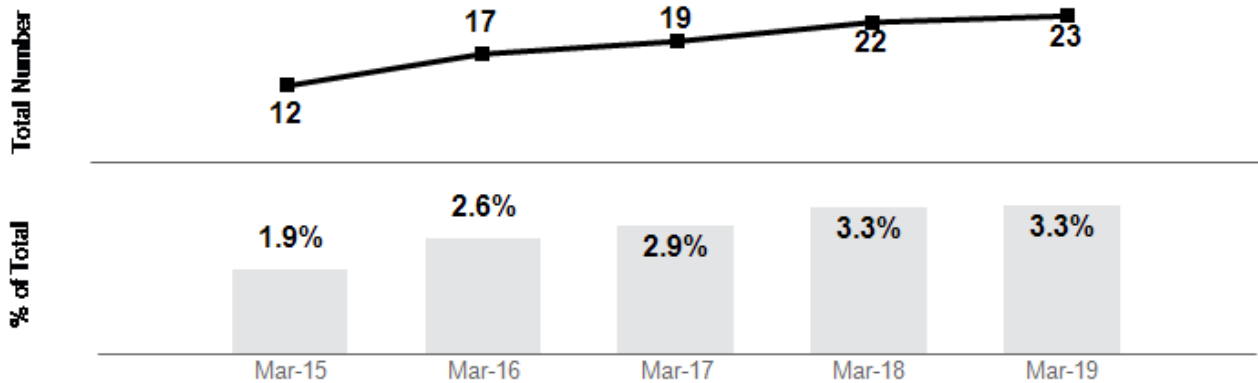
Snapshot at	Wholetime	OnCall	Ops Total	Control	Support	Total
Month Ending	Number	Number	Number	Number	Number	Number
Mar-15	226	246	472	38	121	631
Mar-16	241	242	483	43	129	655
Mar-17	251	231	482	38	145	665
Mar-18	246	227	473	41	161	675
Mar-19	252	227	479	43	170	692

Guidance notes

The total number of staff relates to the number of people who fill unique staff posts,
e.g. a person with a Wholetime role and an On-call role is counted twice, once in the Wholetime staff group and once in the On-Call staff group.
e.g. a person with two separate Support roles is counted twice in the Support staff group.

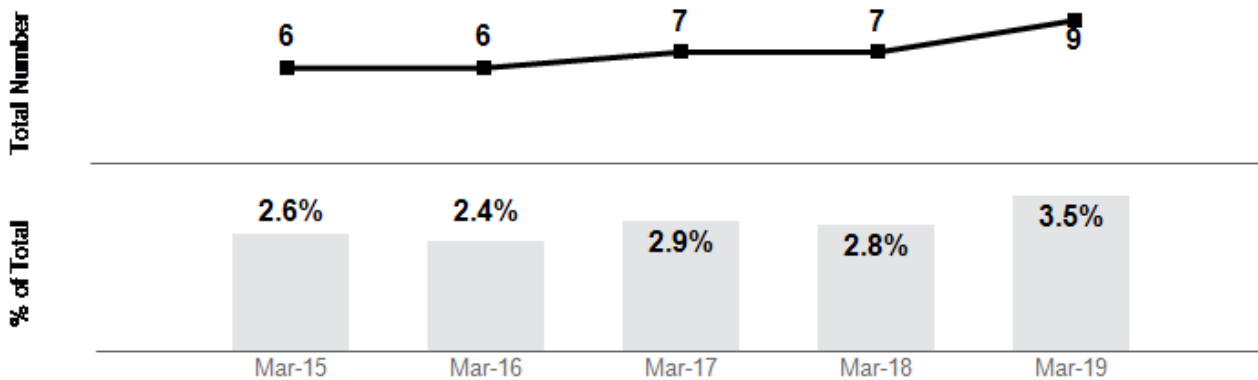
The number of staff is calculated from the HR database and counts employees with a start date within a 12 month period over five consecutive years and records them in one of four staff groups based on when the role started.

Black and Minority Ethnic Staff



Snapshot at	Wholetime		OnCall		Operational		Control		Support		Non-Operational		Total	
Month Ending	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%
Mar-15	5	2.2%	4	1.6%	9	1.9%	1	2.6%	2	1.7%	3	1.9%	12	1.9%
Mar-16	7	2.9%	4	1.7%	11	2.3%	1	2.3%	5	3.9%	6	3.5%	17	2.6%
Mar-17	7	2.8%	5	2.2%	12	2.5%	1	2.6%	6	4.1%	7	3.8%	19	2.9%
Mar-18	7	2.8%	5	2.2%	12	2.5%	1	2.4%	9	5.6%	10	5.0%	22	3.3%
Mar-19	6	2.4%	5	2.2%	11	2.3%	0	0.0%	12	7.1%	12	5.6%	23	3.3%

Black and Minority Ethnic Managers

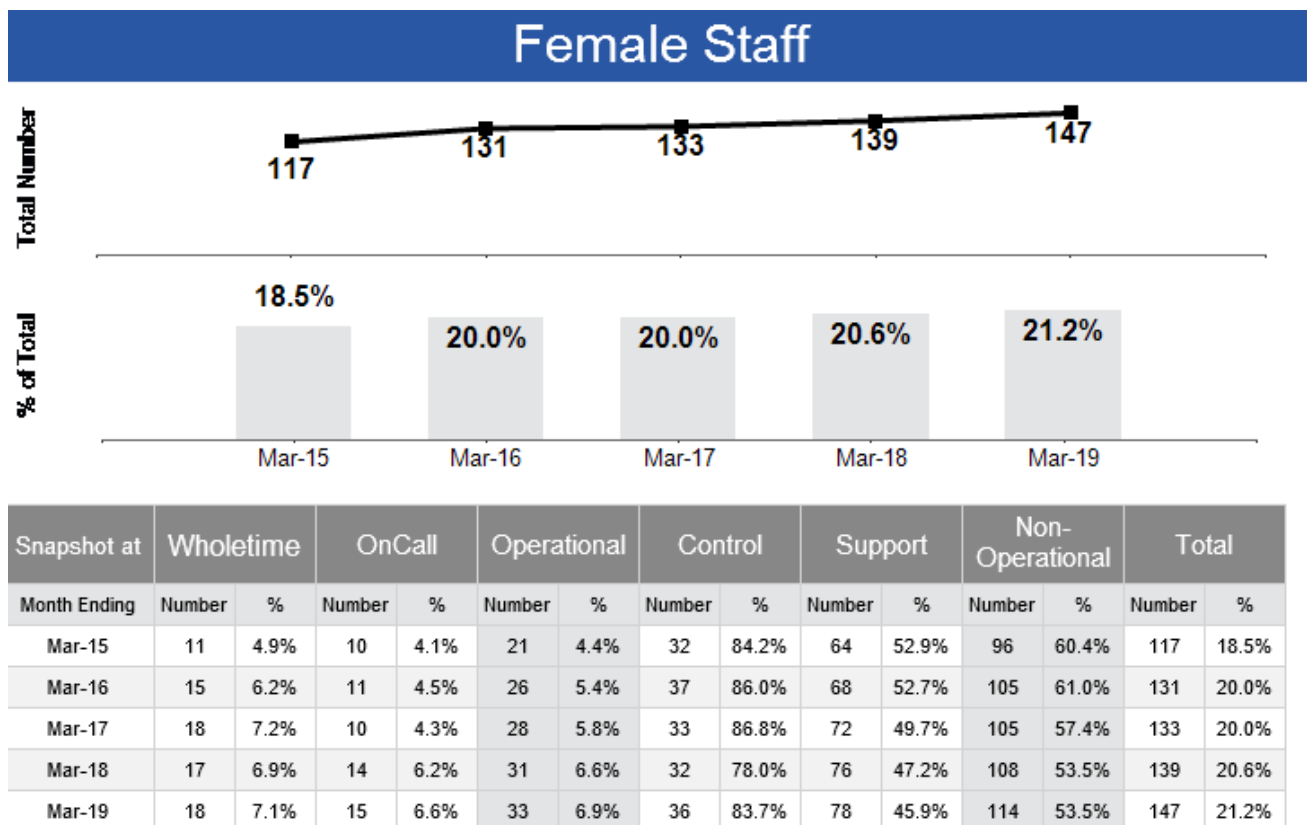


Snapshot at	Wholetime		OnCall		Operational		Control		Support		Non-Operational		Total	
Month Ending	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%
Mar-15	4	4.2%	1	1.3%	5	2.9%	0	0.0%	1	2.8%	1	1.8%	6	2.6%
Mar-16	4	3.8%	0	0.0%	4	2.2%	0	0.0%	2	4.7%	2	3.1%	6	2.4%
Mar-17	4	3.8%	1	1.4%	5	2.9%	0	0.0%	2	4.4%	2	3.1%	7	2.9%
Mar-18	4	3.6%	0	0.0%	4	2.2%	1	4.8%	2	4.3%	3	4.4%	7	2.8%
Mar-19	4	3.6%	1	1.3%	5	2.7%	0	0.0%	4	7.7%	4	5.6%	9	3.5%

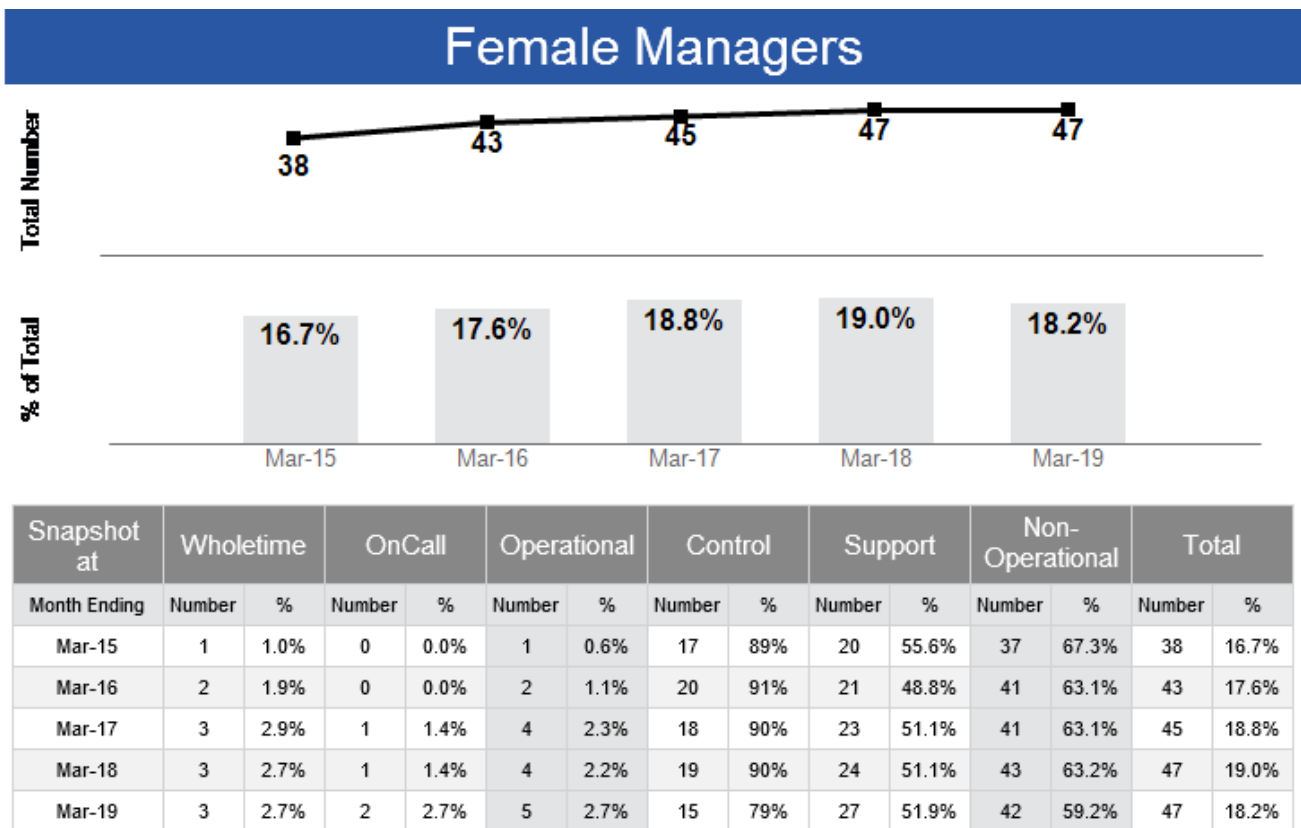
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While there has been improvement in the overall number of BAME staff and managers, this has mainly been among professional support staff. As 10% of our population identify as BME there needs to be a sustained effort into improving ethnic diversity of our workforce and this is the focus for our two Positive Action Officers. Feedback from BAME community groups tells us that CFRS is just not visible to them and that people from BAME communities have little connection with CFRS or understand what the role of a Firefighter is. Our work is therefore aimed at ensuring a higher visibility in these communities. This work has included:

- Attending a Muslim girls' school to explain and demonstrate the work of CFRS.
- Working from local community centres in multi-ethnic areas.
- Holding local "have go sessions" and promoting these to local communities.
- Building more sustained relationships with students at local colleges to consider jobs and careers in CFRS.
- Developing a job shadowing opportunity for those less likely to know about FRS.



The proportion of female operational staff continues to grow and compares well with the national figure of 5.7% (2017/18).

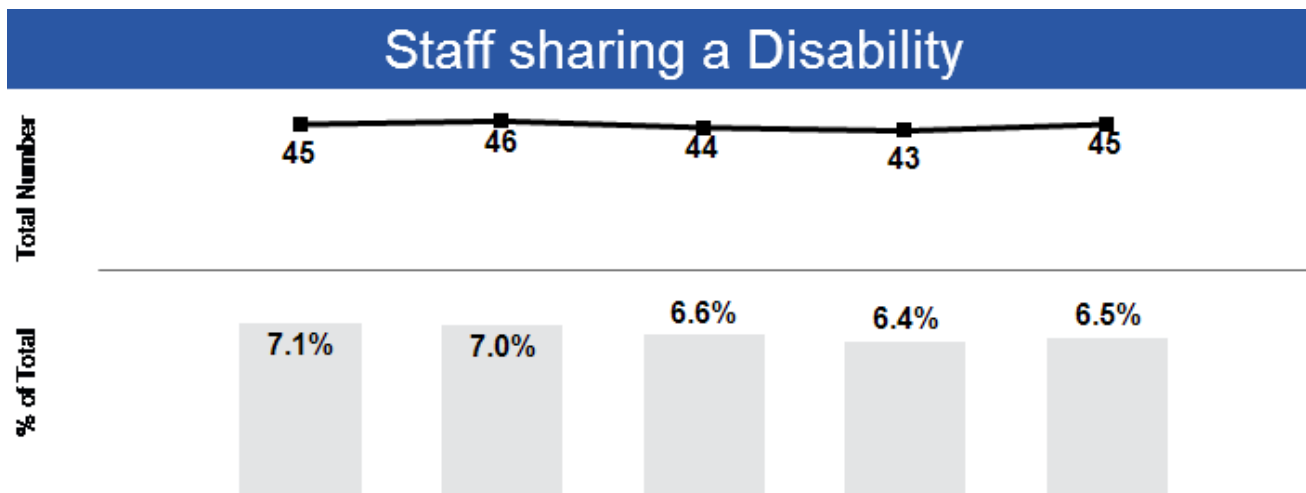


The number of female operational managers has grown only slightly and for Control staff this has reduced – mainly due to retirements. By far the biggest representation of female managers is among professional support staff.

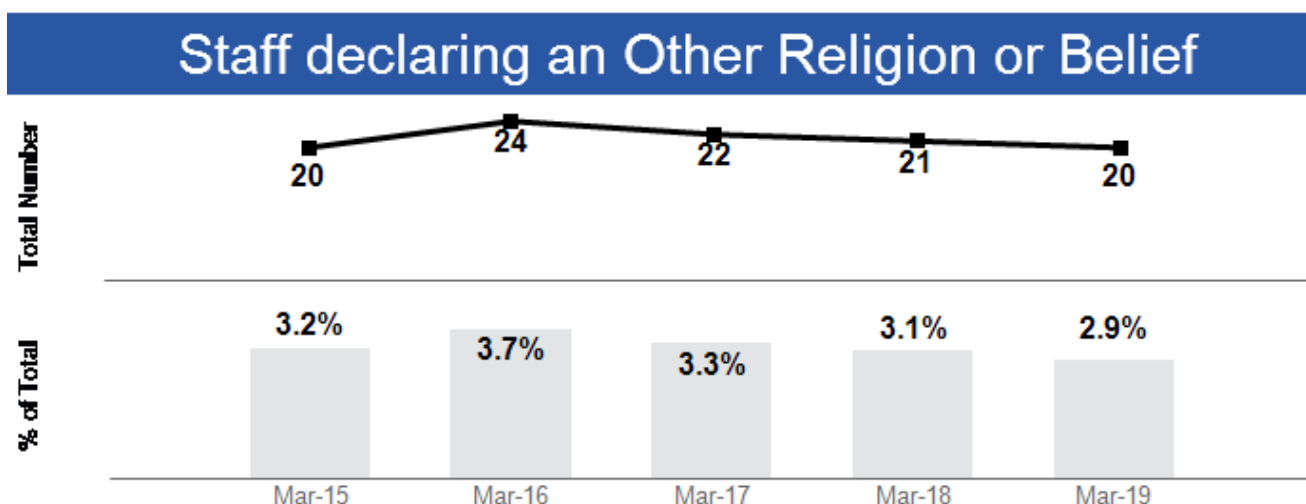
In 2018 we joined other FRSs in East Region to host a Women's Development Programme facilitated by Women to Work. Five of our women staff also attended the annual training and development weekend at the Fire Service College facilitated by Women in the Fire Service UK. Feedback from both events tells us that these events have a huge impact on women's confidence.

"It did give me an exposure to things that are out of my comfort zone.....it was a boost to my own capabilities and believing that I can do it!"

"Being surrounded by positive women the whole weekend was really good."



Number of disabled staff employed remains fairly static. Only 8% of non-operational staff have a disability compared to the estimated 19% of people of working age. Efforts to improve recruitment are focused on meeting the commitment of the “Disability Confident” scheme. This is a government scheme to encourage and keep disabled people in work. Under this scheme we have filled two work experience placements aimed at encouraging people back into work and have offered an internship through the Leonard Cheshire Change 100 scheme. Additional training has been provided for managers on understanding disability and managing reasonable adjustments. We provide coaching for staff with dyslexia where needed.

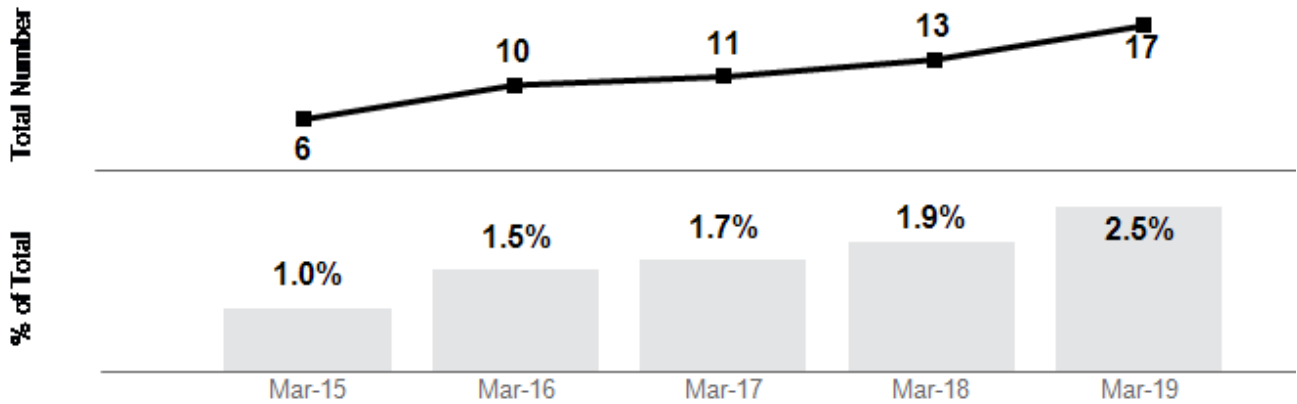


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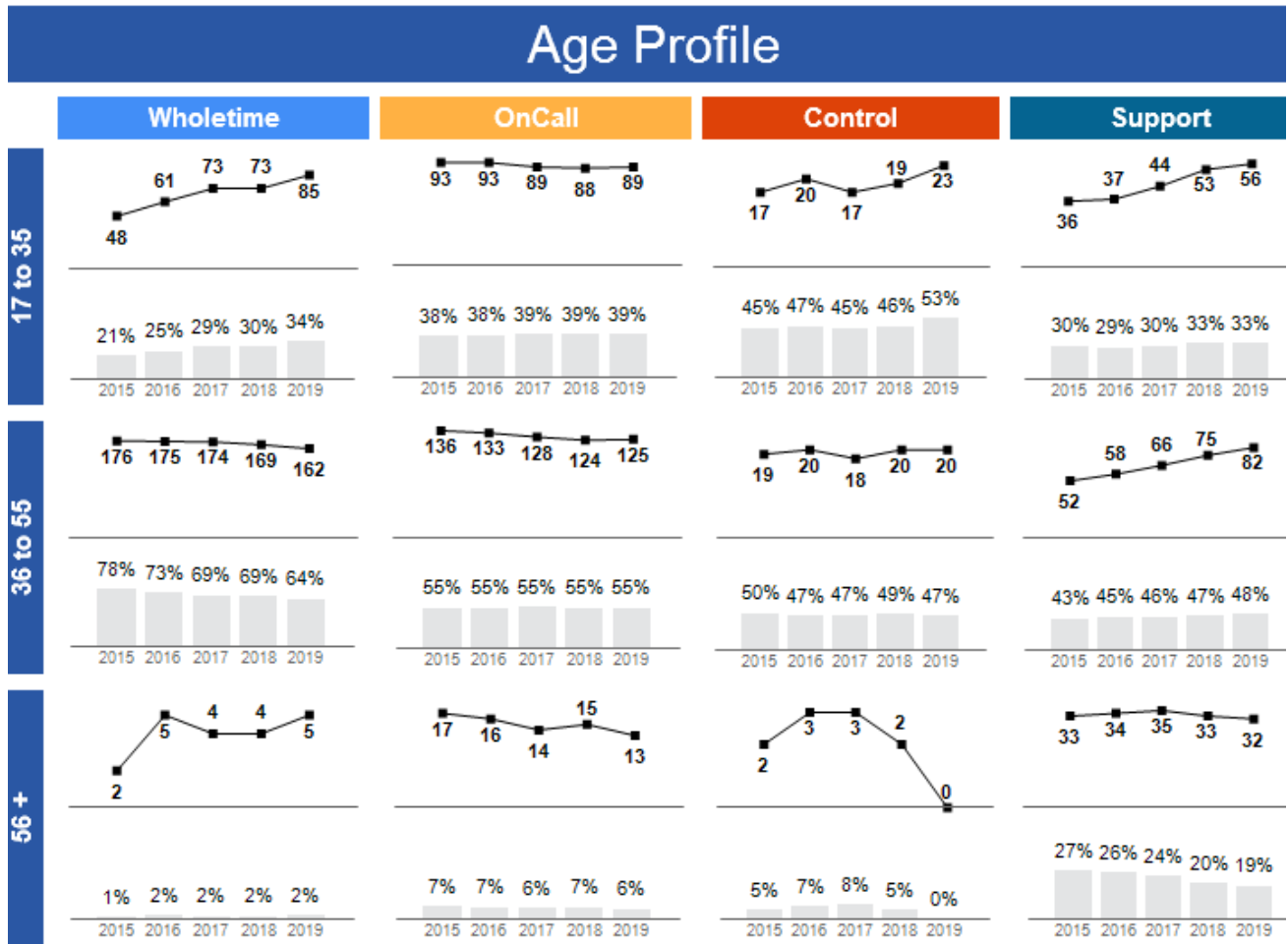
³ “An other religion or belief” here refers to staff identifying with the main minority faiths in the UK, i.e. Hindu, Islam, Sikh, Judaism, and also includes where staff have indicated “some other religion or belief” over and above these.

⁴ Overall trend only is given for religion, belief and sexual orientation to prevent individuals being identified.

Staff who identify as Lesbian, Gay or Bisexual



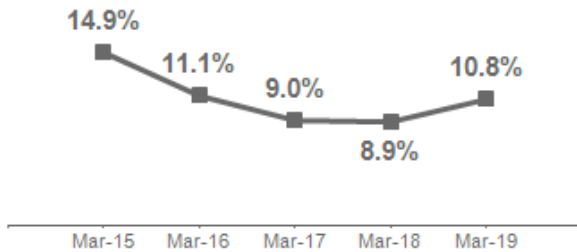
The last 5 years have seen a steady increase in staff who identify as lesbian, gay or bisexual. Our continuing membership of Stonewall; support for LGBT History month in February of each year along with our support for local events (Ely Pride) and support for local LGBT networks help to show people of all sexual orientations that we are a welcoming and safe employer to work for.



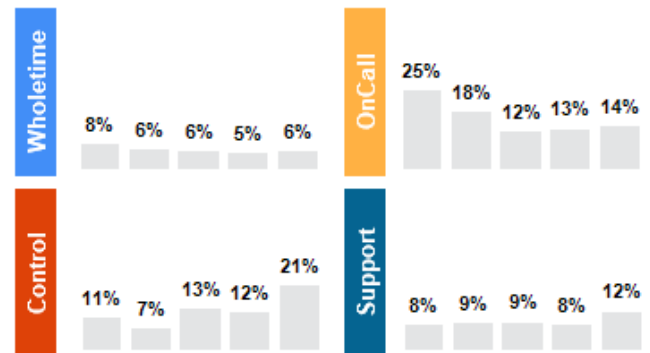
Four recruitment campaigns for wholetime Firefighters over the last 5 years, a number of retirements and turnover in Combined Fire Control have all contributed to an increase in the younger age groups. The only area where this is not the case is with On-call Firefighters which has seen an overall decline.

Staff Turnover

Overall Percentage Staff Turnover



Percentage Staff Turnover by Staff Group



Number of staff

Snapshot at	Wholetime	OnCall	Control	Support	Total
Mar-15	226	246	38	121	631
Mar-16	241	242	43	129	655
Mar-17	251	231	38	145	665
Mar-18	246	227	41	161	675
Mar-19	252	227	43	170	692

based on the total number of unique staff roles

Number of Leavers

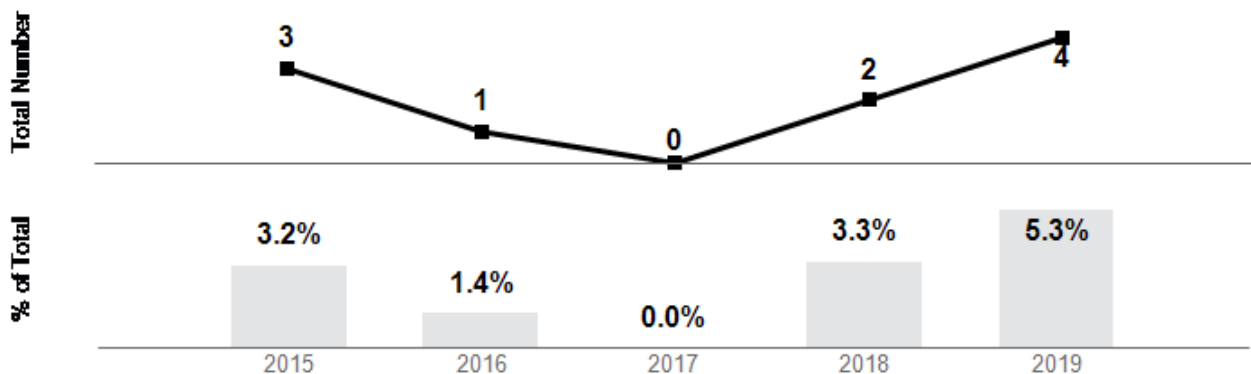
Year Ending	Wholetime	OnCall	Control	Support	Total
Mar-15	18	62	4	10	94
Mar-16	15	44	3	11	73
Mar-17	14	28	5	13	60
Mar-18	13	29	5	13	60
Mar-19	14	31	9	21	75

based on the total number of unique staff roles

Staff turnover is the number of staff that have left the Service expressed as a percentage of the average annual staff number. In the last year turnover has increased by almost 2% having seen a steady decline in previous four years. This is highest among professional support and Control room staff.

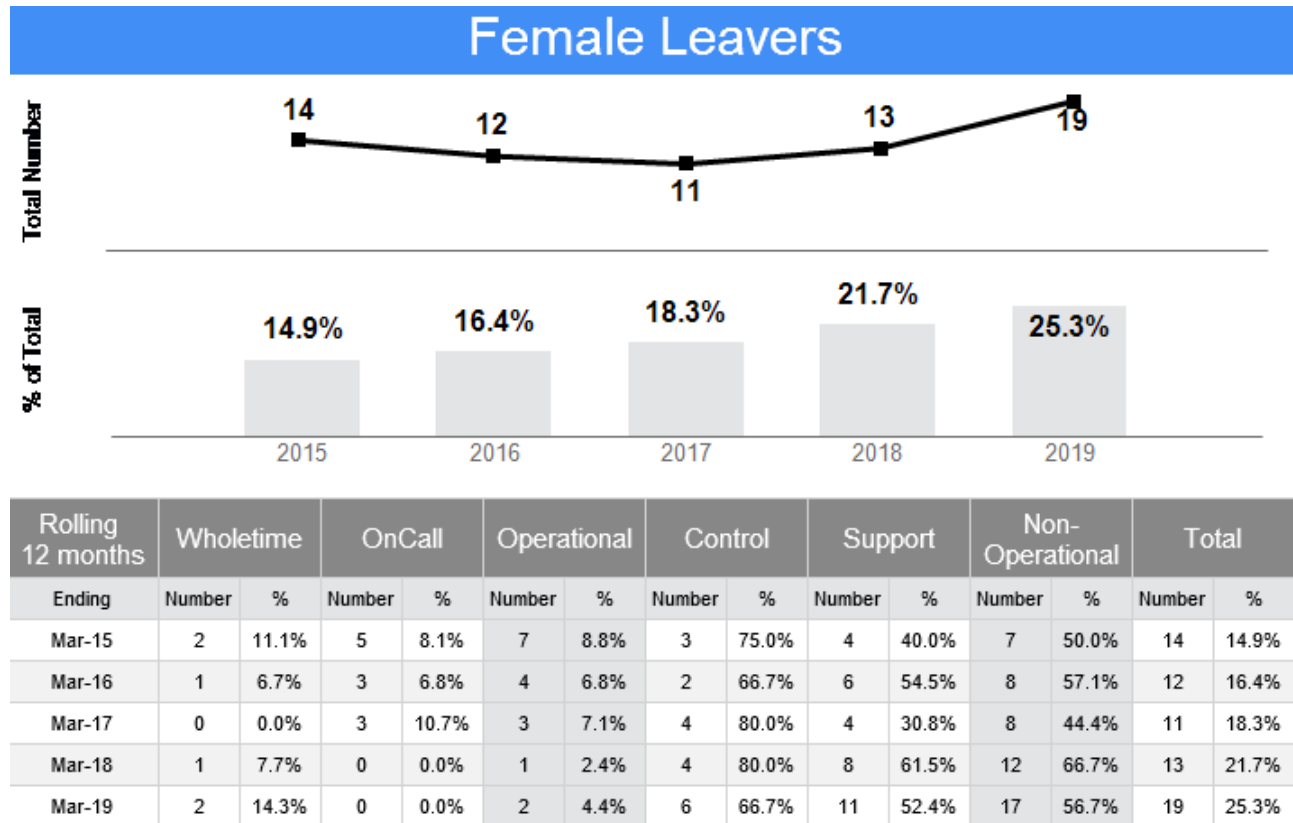
Analysis of the protected characteristics of leavers shows an increase in BAME staff turnover.

Black and Minority Ethnic Leavers



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The number of women leaving (19) was disproportionately high at 25% of all leavers. This was mainly from professional support and Combined Fire Control staff who made up 89% (17) of all female leavers. Where the number of leavers from a specific group is disproportionate, exit interviews and reasons for leaving are analysed to identify any trends. No single trend was identified for female or BAME leavers.



There were no leavers who identified as LG or B and the number leaving from a minority religious or belief group was less than previous year and in proportion to numbers in Service as was the case for disabled leavers.

Analysis of discipline and capability cases

Disciplinary Cases 2018/2019		Informal outcome	First Formal Warning	Final Formal Warning
Total Numbers		26	11	1
Issues	Availability & Attendance	12	2	
	Failure to comply with policy	2	1	
	Dishonesty	0	1	1
	Inappropriate behaviour	3	1	
	Driving	6	0	
	Capability	3	6	0

Total number of discipline and capability cases (38) was slightly lower than previous year (43) with 37% of these connected to availability and attendance. Majority were male staff of

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white British ethnicity which mirrors the profile of this staff group. While little detail can be given because numbers are so small there are no concerning trends for any specific protected characteristic.

Analysis of grievance cases

Grievance Cases 2018/2019			
Total Numbers		5	Outcomes
	Process	4	1 partially upheld, 1 not upheld, 2 informally resolved.
	Unfair Treatment	1	Not upheld.

The number of grievance cases is considerably lower than previous years with no reported cases of bullying, harassment or other inappropriate behaviour. The proportion of each staff group raising grievances (e.g. men, women) is consistent with overall staff numbers. This is a welcome decline from last year which noted a disproportionate number of grievances raised by women.

A network of RESPECT champions has been established to provide staff with a confidential route to discuss concerns about behaviour and to be signposted to different options for dealing with this. This aims to help people resolve issues informally. Our training programme on professional behaviour at work which sets the standards expected continues.

Return to work after maternity leave

Nine members of staff took maternity leave in this year; seven having returned with two still on leave. None have left the Service.

Section 4 - Recruitment analysis

The following tables and graphs show the number of applicants and successful recruits for all staff groups. Detailed analysis of the most recent wholetime FF recruitment process (2018) was reported in previous year's report.

Selection Standards

Panels of shortlisters and assessors have to undergo assessor training before being allowed to interview or assess. Panels aim to reflect both professional support and operational managers which provides a gender balance – and often an experience balance. Application forms are shortlisted with personal details like name, age, forms of address omitted and are scrutinised by the Recruitment Team. Work is underway to train and invite “community assessors” to join our selection panels.

Total number of Applicants and Recruits

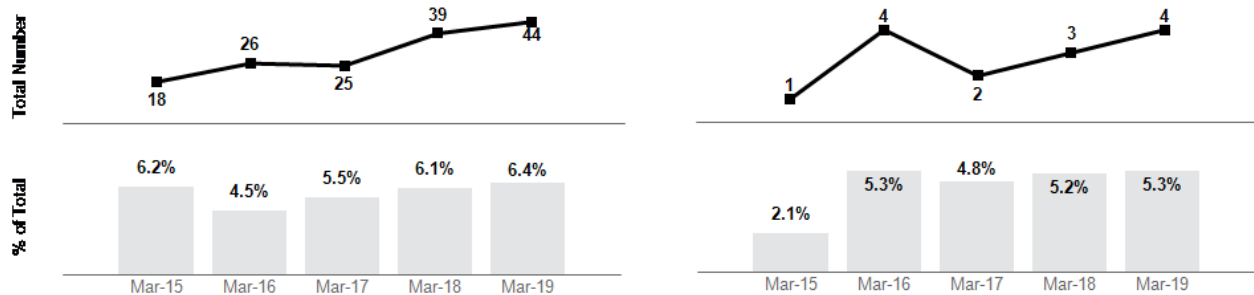


Applicants						
Rolling 12 months	Wholetime	OnCall	Operational	Control	Support	Total
Ending	Number	Number	Number	Number	Number	Number
Mar-15	0	111	111	19	160	290
Mar-16	225	128	353	46	175	574
Mar-17	221	96	317	26	115	458
Mar-18	186	151	337	112	190	639
Mar-19	175	259	434	96	155	685

Recruits						
Rolling 12 months	Wholetime	OnCall	Operational	Control	Support	Total
Ending	Number	Number	Number	Number	Number	Number
Mar-15	9	21	30	3	15	48
Mar-16	16	39	55	5	15	75
Mar-17	10	24	34	0	8	42
Mar-18	5	26	31	6	21	58
Mar-19	10	32	42	11	22	75

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People with a Black and Minority Ethnic Background



Applicants										
Rolling 12 months	Wholetime		On-Call		Operational		Control		Support	
Ending	No.	%	No.	%	No.	%	No.	%	No.	%
Mar-15	0	0.0%	6	5.4%	6	5.4%	1	5.3%	11	6.9%
Mar-16	8	3.6%	10	7.8%	18	5.1%	0	0.0%	8	4.6%
Mar-17	14	6.3%	6	6.3%	20	6.3%	1	3.8%	4	3.5%
Mar-18	5	2.7%	11	7.3%	16	4.7%	3	2.7%	20	10.5%
Mar-19	6	3.4%	17	6.6%	23	5.3%	1	1.0%	20	12.9%

Recruits										
Rolling 12 months	Wholetime		On-Call		Operational		Control		Support	
Ending	No.	%	No.	%	No.	%	No.	%	No.	%
Mar-15	0	0.0%	0	0.0%	0	0.0%	1	33.3%	0	0.0%
Mar-16	1	6.3%	1	2.6%	2	3.6%	0	0.0%	2	13.3%
Mar-17	0	0.0%	2	8.3%	2	5.9%	0	0.0%	0	0.0%
Mar-18	0	0.0%	0	0.0%	0	0.0%	0	0.0%	3	14.3%
Mar-19	0	0.0%	0	0.0%	0	0.0%	0	0.0%	4	18.2%

Guidance notes Please interpret the percentages using the following example:
Wholetime BME Applicants / All Wholetime Applicants OR Wholetime BME Recruits / All Wholetime Recruits.

While the number of applications from BAME candidates has improved overall in the last few years (with exception of Control) the number of recruits is disappointingly low – particularly to operational posts. Professional support BAME applicants have fared much better with 18.2% of all recruits being BAME across a range of roles. Detailed analysis of where BAME candidates are failing or withdrawing from On-call operational processes has been undertaken with the following results.

On-call

Between 1 April 2017 and 30 June 19, forty-four BAME people applied for On-call FF posts. Of these forty four, 20% were from women. The application process is on-line and applications are automatically rejected if they do not meet the response time required for the station. Outcomes for the 44 BAME applications are as follows.

Initial application (29 lost)

- Thirteen could not meet the response times for the relevant station (must be able to reach station within 5 minutes)
- Ten did not submit final application
- Two withdrew applications
- Four were rejected at shortlisting

Suitability Stage (5 lost)

- A further three withdrew applications during the process
- One had hours of availability reviewed following change in primary employment
- One had date for suitability meeting but did not attend.

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Written tests stage (9 lost)

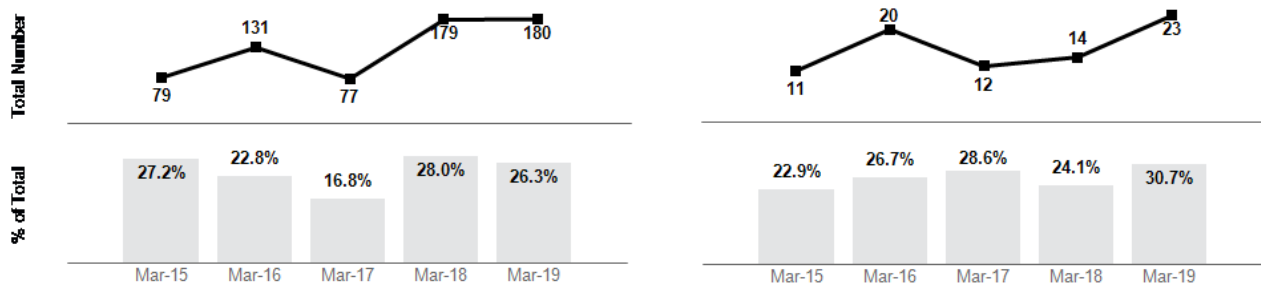
- Five withdrew application at this stage
- One did not attend test date
- Two still need to re-book a written test
- One is still in process

Medical/Fitness (1 lost)

- One did not attend medical and no further contact was had.

It can be seen from this analysis that the majority either could not meet the response time requirement (30%), withdrew their applications or did not respond to invitation to next stage. (41%). No applicants made it through to the final occupational ability tests or interview.

Female Applicants and Recruits



Applicants									
Rolling 12 months	Wholetime		On-Call		Operational		Control		Support
Ending	No.	%	No.	%	No.	%	No.	%	No.
Mar-15	0	0%	19	17%	19	17%	5	26%	55
Mar-16	17	8%	13	10%	30	8%	17	37%	84
Mar-17	28	13%	9	9%	37	12%	7	27%	33
Mar-18	19	10%	18	12%	37	11%	45	40%	97
Mar-19	29	17%	24	9%	53	12%	54	56%	73

Recruits									
Rolling 12 months	Wholetime		On-Call		Operational		Control		Support
Ending	No.	%	No.	%	No.	%	No.	%	No.
Mar-15	0	0%	3	14%	3	10%	2	67%	6
Mar-16	4	25%	4	10%	8	15%	5	100%	7
Mar-17	3	30%	2	8%	5	15%	0	0%	7
Mar-18	0	0%	3	12%	3	10%	1	17%	10
Mar-19	2	20%	2	6%	4	10%	10	91%	9

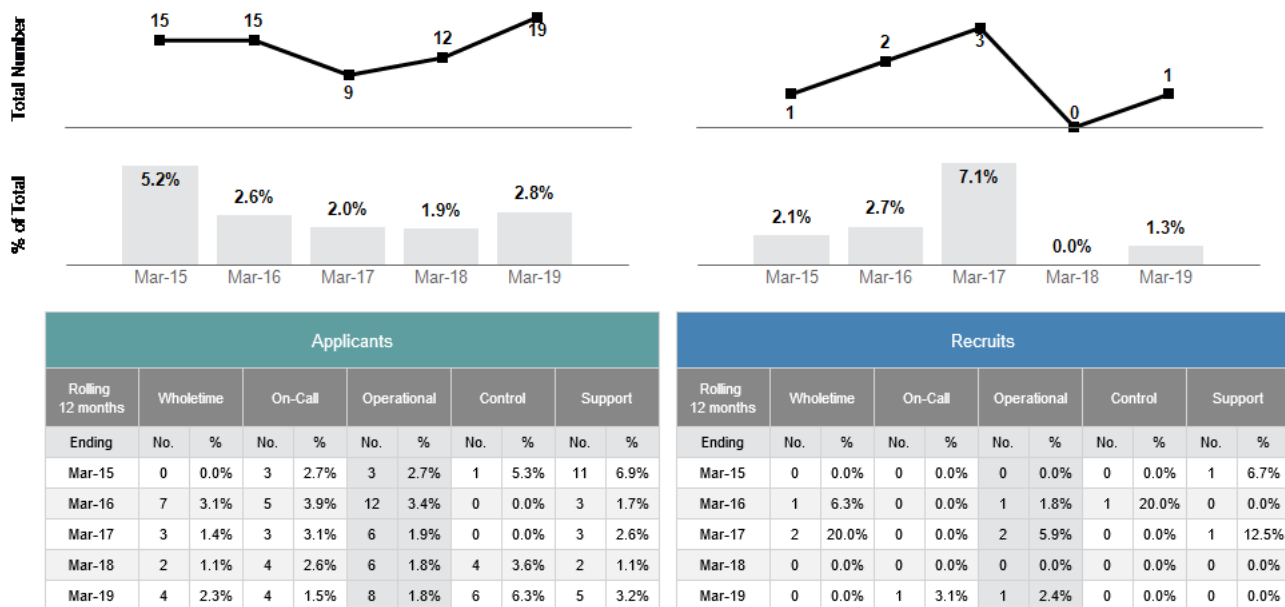
Guidance notes Please interpret the percentages using the following example:
Wholetime Female Applicants / All Wholetime Applicants OR Wholetime Female Recruits / All Wholetime Recruits.

The number of women applying for posts has increased considerably. While the number of women successful recruits has also increased this is not proportionate to those applying – particularly for on-call posts. Taster days at On-call stations have helped to attract a wider

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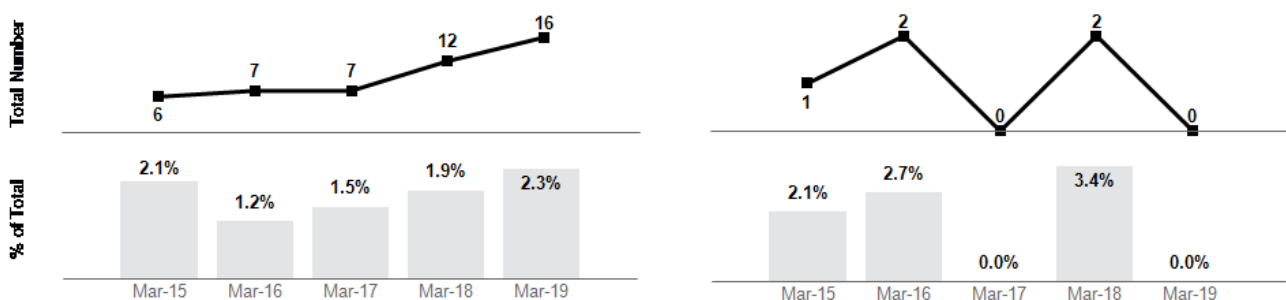
range of applicants however turning these into recruits has varied a lot over the last five years. We continue to review the equality impact of recruitment, selection and initial training processes to ensure there is no disadvantage to women or other groups who share a protected characteristic.

People sharing a Disability



Numbers of disabled applicants and recruits are both low although the trend for applicants is improving slightly. Commitment to improving this is shown through our Disability Confident Scheme as well as support for new recruits with dyslexia.

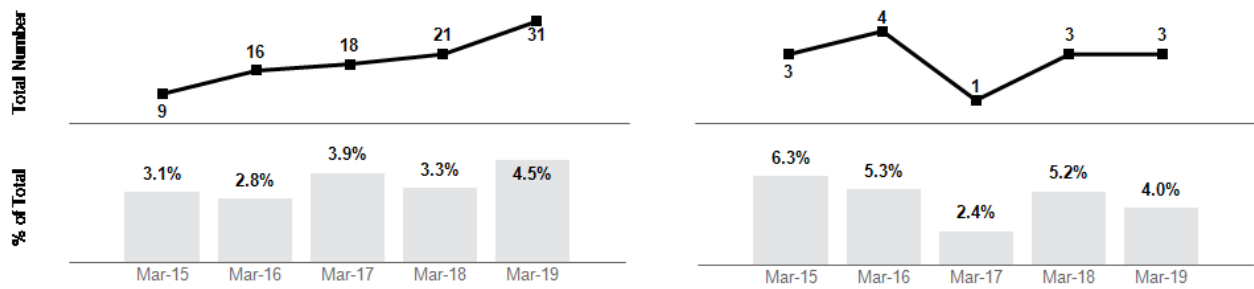
People declaring an Other Religion of Belief



Again applicants of minority religion are increasing but there is no similar pattern in successful recruitment.

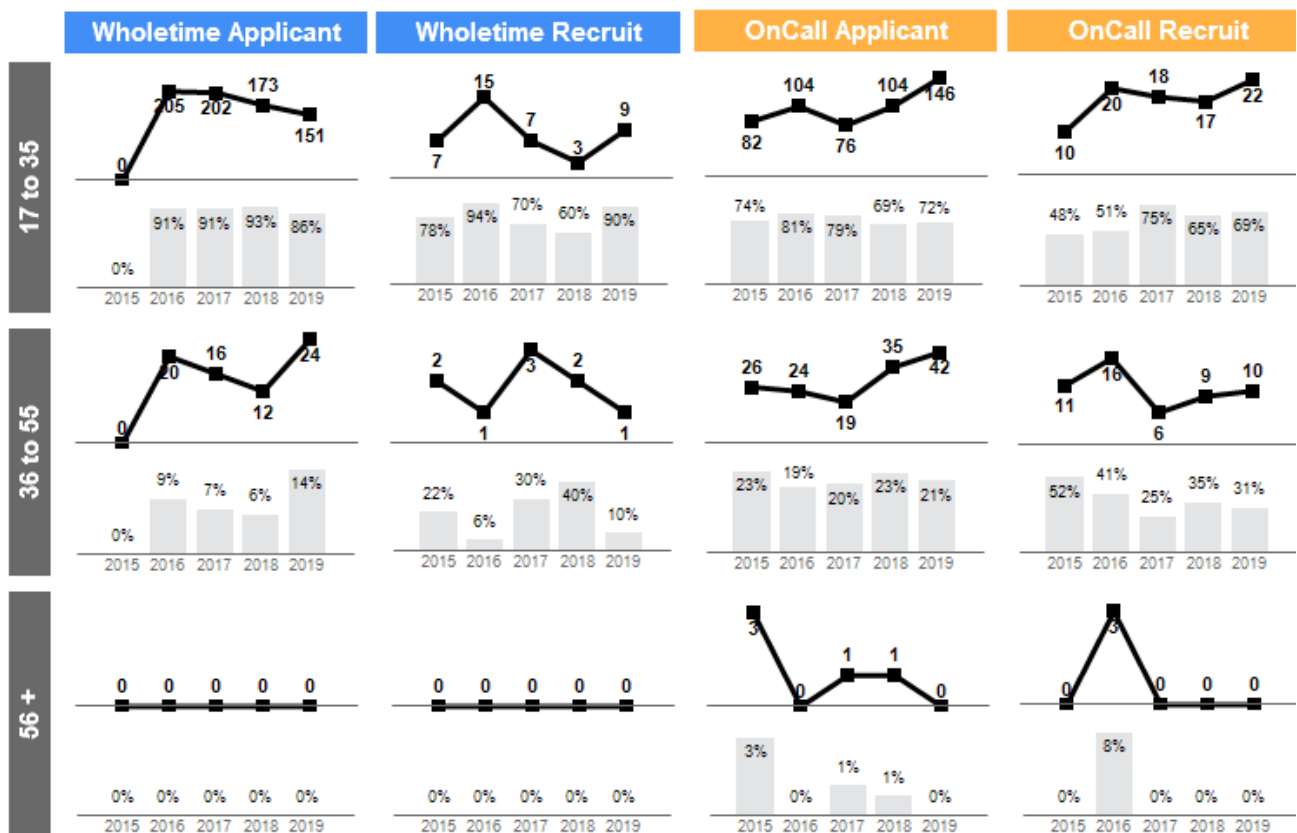
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People who identify as Lesbian, Gay or Bisexual



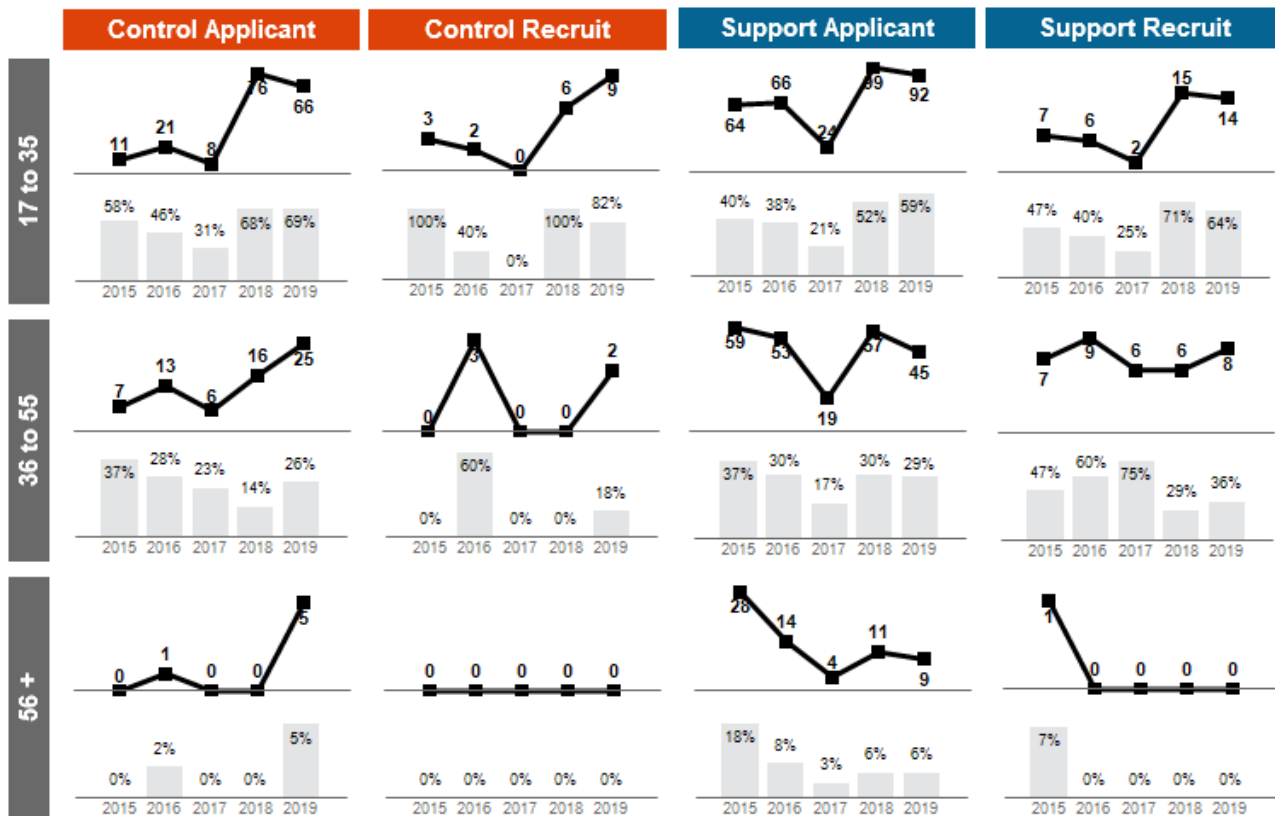
There has been a steady increase in applicants who identify as LG or B and recruitment is also positive over the last two years. In 2018 we attended the first ever Ely Pride with other emergency services. We regularly include profiles and adverts in specific LGB press as well as advertising selected vacancies through membership of Stonewall and local LGBT groups.

Age Profiles



Age profile of wholetime applicants shows a slight increase in those aged 36-55 but the majority of recruits are still likely to be in the 17-35 age group. On-call applicants have a slightly more diverse age range and recruit numbers in the 36-55 age range are proportionately higher than applicants.

Age Profiles



Age profile for Combined Fire Control show those in 35 – 55 bracket are less likely to be successfully recruited compared to younger candidates. For professional support staff there is better correlation between numbers applying and being recruited in the two younger age groups but there is less likelihood of recruitment for those 56 and over.

Section 5 - Gender Pay Gap

Employers of more than 250 staff are required to calculate and publish information about the gender pay gap in their organisation (Equality Act 2010).

The gender pay gap shows the difference between the average earnings of men and women. As a concept it is different from “equal pay” which deals with any pay differences between men and women who carry out the same or similar jobs or jobs of equal value.

Calculating, analysing and reporting on the gender pay gap can provide a valuable measure of equality in the workplace. It is a long standing phenomenon globally and varies by occupation, age group and working patterns. It highlights any difference in men’s and women’s participation in work of different types and levels and how effectively talent is being maximised.

The gender pay gap regulations require us to calculate a number of gender pay gap measures with reference to all staff. However where it has been helpful to explain or further explore this pay gap, reference has been made to the pay (and gaps) between different groups of staff. The following calculations are required by the regulations and explained below. They are all expressed in percentages.

Mean Gender Pay Gap

The difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees (regulation 8).

A **mean** average involves adding up all the numbers and dividing the result by how many numbers were listed.

Median gender pay gap

The difference between the median hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees (regulation 9).

A median average involves listing all numbers in numerical order. The median average is the middle number when there is an odd number of results.

Mean bonus gender pay gap

The difference between the mean bonus pay paid to male relevant employees and that paid to female relevant employees (regulation 10b). For Cambridgeshire Fire and Rescue Service, “bonus” as defined in regulation 10b includes payment related to *“productivity, performance or incentive”*.

- **Productivity:**
 - resilience payments paid to operational staff for providing additional operational cover under certain conditions.
- **Performance:**
 - performance related supplements paid to Area Commanders and Group Commanders.
 - honorariums potentially payable to any staff group member as a one-off payment in recognition of particularly good work or effort.

- **Incentive:**

- Continuous professional development (CPD) payments to operational staff. This is not an automatic payment but dependent on evidence of CPD – hence interpreted as an incentive in accordance with LGA advisory bulletin 644 (January 17).

Median bonus gender pay gap

The difference between the median bonus pay paid to male relevant employees and that paid to female relevant employees (regulation 11).

Proportion of males and females receiving a bonus payment

The proportions of male and female relevant employees who were paid bonus pay (regulation 12).

Proportion of males and females in each quartile pay band

The proportions of male and female full-pay relevant employees in the lower, lower middle, upper middle and upper quartile pay bands (regulation 13).

Cambridgeshire Fire and Rescue Service GPG

Difference in mean hourly rate of pay	2017	2018	2019
Mean hourly rate of pay for all male full-pay relevant employees	£18.25	£18.01	£18.11
Mean hourly rate of pay for all female full-pay relevant employees	£14.86	£15.24	£15.26
<i>% Difference in mean hourly rate of pay</i>	18.58%	15.38%	15.74%
Difference in median hourly rate of pay	2017	2018	2019
Median hourly rate of pay for all male full-pay relevant employees	£16.04	£15.75	£15.99
Median hourly rate of pay for all female full-pay relevant employees	£13.81	£13.97	£14.04
<i>% Difference in median hourly rate of pay</i>	13.90%	11.30%	12.2%

Commentary: Both mean and median pay gaps have increased slightly since last year but remain lower than 2017. Analysis of the four individual work groups (i.e. Wholetime operational staff; On-Call operational staff; Combined Fire Control staff and Professional Support staff) shows this is partly attributable to the retirement of senior female managers in one group and partly to an increase in the pay gap for On-call operational staff. The mean gender pay gap for On-call staff increased from 6.3% to 14.6% in 2019 which may be attributable to the fact that of sixty-nine Watch and Crew Commanders (supervisory roles and paid at higher rates) only one is female so the average male salary will be considerably higher than the average female salary for this group. A higher proportion of women on-call staff are still within their probationary period so are paid at “development” rate which is less than fully competent rate.

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Difference in mean bonus pay	2017	2018	2019
Mean bonus pay paid during the relevant period to male relevant employees who were paid bonus pay during that period	£54.19	£56.52	£55.62
Mean bonus pay paid during the relevant period to female relevant employees who were paid bonus pay during that period	£53.88	£58.24	£50.09
% Difference in mean bonus pay	0.57%	-3.04%	9.94%

Commentary: The gap in mean bonus pay this year is in favour of men representing a 12.98% increase on last year.

Difference in median bonus pay	2017	2018	2019
Median bonus pay paid during the relevant period to male relevant employees who were paid bonus pay during that period	£47.08	£47.58	£48.50
Median bonus pay paid during the relevant period to female relevant employees who were paid bonus pay during that period	£47.08	£47.58	£48.50
% Difference in median bonus pay	0.00%	0.00%	0.00%
Proportion of male and female employees who received bonus pay	2017	2018	2019
The number of male relevant employees who were paid bonus pay during the relevant period	317	291	290
The number of male relevant employees	516	506	525
<i>The proportion of male employees who received bonus pay</i>	61.43%	57.51%	55.24%
The number of female relevant employees who were paid bonus pay during the relevant period	34	25	36
The number of female relevant employees	131	131	135
<i>The proportion of female employees who received bonus pay</i>	25.95%	19.08%	26.6%

Commentary: The proportions of men and women who received bonus pay reflects the makeup of operational men and women in the Service.

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Proportion of male and female employees according to quartile pay bands	2017	2018	2019
The number of male full-pay relevant employees in the lower quartile pay bands	110	106	109
The number of full-pay relevant employees in that quartile pay band	163	159	162
<i>Proportion of male employees in the lower quartile pay band</i>	<i>67.48%</i>	<i>66.67%</i>	<i>67.28%</i>
The number of female full-pay relevant employees in the lower quartile pay bands	53	53	53
The number of full-pay relevant employees in that quartile pay band	163	159	162
<i>Proportion of female employees in the lower quartile pay band</i>	<i>32.52%</i>	<i>33.33%</i>	<i>32.72%</i>
The number of male full-pay relevant employees in the lower middle quartile pay bands	124	117	125
The number of full-pay relevant employees in that quartile pay band	163	158	166
<i>Proportion of male employees in the lower middle quartile pay band</i>	<i>76.07%</i>	<i>74.05%</i>	<i>75.30%</i>
The number of female full-pay relevant employees in the lower middle quartile pay bands	39	41	41
The number of full-pay relevant employees in that quartile pay band	163	158	166
<i>Proportion of female employees in the lower middle quartile pay band</i>	<i>23.93%</i>	<i>25.95%</i>	<i>24.70%</i>
The number of male full-pay relevant employees in the upper middle quartile pay bands	134	145	149
The number of full-pay relevant employees in that quartile pay band	160	161	168
<i>Proportion of male employees in the upper middle quartile pay band</i>	<i>83.75%</i>	<i>90.06%</i>	<i>88.69%</i>
The number of female full-pay relevant employees in the upper middle quartile pay bands	26	16	19
The number of full-pay relevant employees in that quartile pay band	160	161	168
<i>Proportion of female employees in the upper middle quartile pay band</i>	<i>16.25%</i>	<i>9.94%</i>	<i>11.31%</i>
The number of male full-pay relevant employees in the upper quartile pay bands	148	138	142
The number of full-pay relevant employees in that quartile pay band	161	159	164
<i>Proportion of male employees in the upper quartile pay band</i>	<i>91.93%</i>	<i>86.79%</i>	<i>86.59%</i>
The number of female full-pay relevant employees in the upper quartile pay bands	13	21	22
The number of full-pay relevant employees in that quartile pay band	161	159	164
<i>Proportion of female employees in the upper quartile pay band</i>	<i>8.07%</i>	<i>13.21%</i>	<i>13.41%</i>

The equal pay audit proposed last year has been carried out by an external consultant and the recommendations made from this are being implemented this year.

Demography of Cambridgeshire and Peterborough – Census 2011

Cambridgeshire and Peterborough

Population : 804,841

Gender

49.8% Male (400,419)
50.2% Female (404,422)

Average Age
39 years

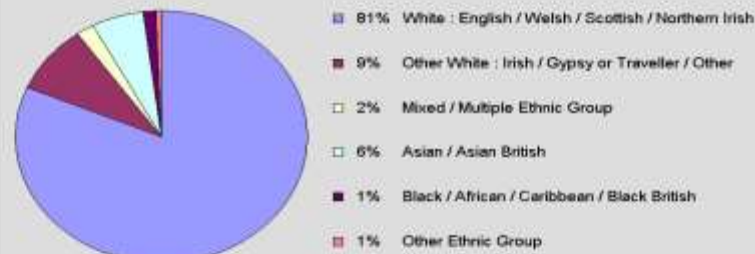
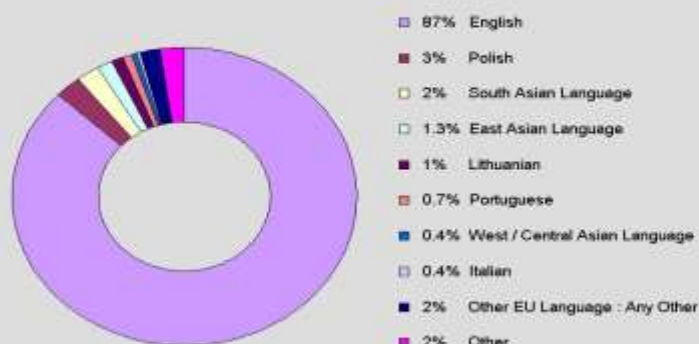
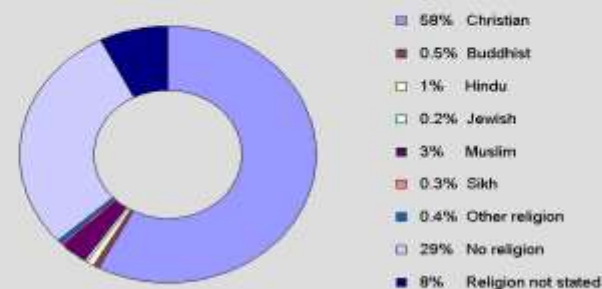
Median Age
38 years

Long Term Health Problem or Disability

Day-to-day activities limited a lot : 7% (54,674)

Day-to-day activities limited a little : 9% (70,944)

Day-to-day activities not limited : 84% (679,223)

Age Range**Ethnic Groups****First or Preferred Language aged 3 and over****Religion**

Cambridge City District

Population : 123,867

Gender

50.8% Male (62,984)
49.2% Female (60,883)

Average Age
36 years

Median Age
31 years

Long Term Health Problem or Disability

Day-to-day activities limited a lot : 5% (6,798)
Day-to-day activities limited a little : 7% (9,266)
Day-to-day activities not limited : 87% (107,803)

Age Range



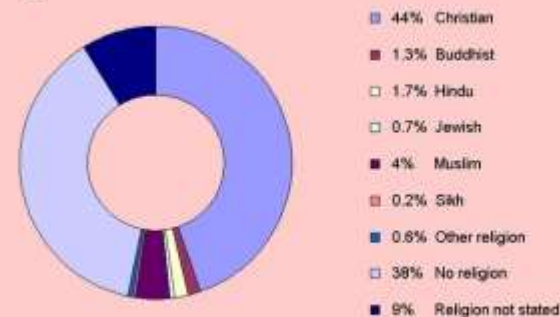
Ethnic Groups



First or Preferred Language aged 3 and over



Religion



Peterborough District

Population : 183,631

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Gender

49.5% Male (90,859)
50.5% Female (92,772)

Average Age
37 years

Median Age
35 years

Long Term Health Problem or Disability

Day-to-day activities limited a lot : 8% (14,053)

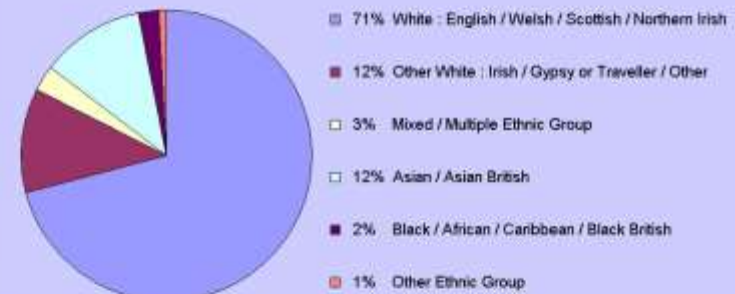
Day-to-day activities limited a little : 9% (16,538)

Day-to-day activities not limited : 83% (153,040)

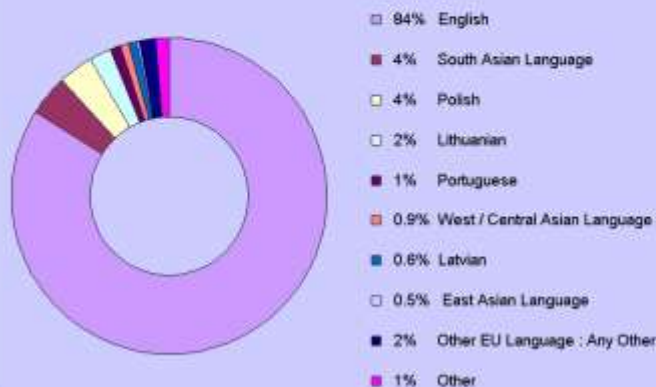
Age Range



Ethnic Groups



First or Preferred Language aged 3 and over



Religion

