

Human Resources

Workforce Profile 2015

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EXECUTIVE SUMMARY

Purpose of this Report

1. SYFR as a public body has legal and moral commitments in relation to the requirements within the Equality Act 2010 equality general duty to:
 - Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it,
 - Eliminate discrimination, harassment and victimisation, and
 - Foster good relations between persons who share a relevant protected characteristic and who do not share it.
2. In relation to the specific duty underpinning this general duty SYFR is required to source, analyse and publish information on inequalities across jobs and services annually and to use this information to identify equality objectives every 4 years and work toward the achievement of these across all functions.
3. SYFR is working within the FRS Equality Framework and has a commitment to develop a workforce which is more reflective of the communities which are served as this is known to have a beneficial effect on ensuring services meet the needs of diverse communities.
4. The current context of employment at SYFR is affected by the continuing UK recession and severe budgetary cuts. A range of factors such as significant organisational change, restructure and 'downsizing'. Very limited recruitment into other work groups at SYFR has significant implications for workforce diversity and equality.
5. SYFR has produced this Workforce Profile to:
 - Give a revised picture of the composition of the workforce in SYFR since the previous report in 2014.
 - Display and analyse the Workforce Profile for March 2015.
 - Carry out a comparison with the data from 2014.
 - Review any impacts of actions within SYFR's People and Equality and Inclusion Strategies.
 - Enable tracking from the commencement of the Support Services Review and the impact this has on workforce diversity and equality.
6. The purpose of the Report is also to identify actions to rectify any inequalities identified and to provide a clear set of recommendations. The hope of the authors is that this can help inform SYFR leaders and a range of stakeholders, and allow both to use the report to identify aims and priorities within a difficult context of the limited ability of SYFR of influence workforce trends with ever decreasing resources.

Scope of the Report

7. The Workforce Profile provides a update from the 2014 report in relation to a range of protected characteristics (race, sex, disability, sexual orientation, religion and belief and age) along with information about data quality, and other information on employment (leavers, flexible working and discipline, grievance and performance).

8. As reported in the 2014 workforce profile the protected characteristics not scoped in this Workforce Profile are marriage and civil partnership, and gender reassignment. The reasons for this are included within the Outside Scope section of the report.

Key Findings

The Profile shows that compared to the 2014 report:

9. The under-representation of Ethnic minorities has slightly decreased since the report in 2014.
10. There remains no racial diversity within Dual, Control and Casual work groups, however, racial diversity within the RDS group has increased in 2015.
11. As per in 2014 there are no declared disabled staff in Dual, RDS and Control Work Groups and the percentage of disabled staff in Wholetime, RDS and Support has slightly decreased since 2014.
12. Disclosure rates have increased in all areas other than Ethnicity between 2014 – 2015.
13. There remains significant under-representation of females in SYFR Wholetime, RDS, Dual and Casual work groups.
14. The sex composition has remained broadly the same with a slight decrease in females from 2014 to 2015.

Recommendations and how they will be implemented

Key recommendations in this Report in summary are to:

15. Address the under-representation of black and ethnic minority, disabled, and younger (16-24) employees at SYFR and women in operational groups along with the continuing total absence of women in senior operational management.
16. Liaise with E&I Advisors to develop effective and supported positive action approaches and measure and report on outcomes in relation to promotion, retention and recruitment campaigns to increase diversity, including developing a longer term approach to workforce planning to support this approach.
17. Promote disclosure of diversity information in the new HR system through the use of the self service module to enable a clearer picture of the SYFR workforce profile.

INTRODUCTION

18. This report is an update on the Workforce Profile document produced in 2014 which analysed the profile of the organisation as at 31st March 2014. The Reports in 2014 highlighted a range of area/ issues and suggested a corresponding a range of actions for improvement to address each area identified.
19. The purpose of this report is therefore to:
 - Assess the impact of each of the actions for improvement in the 2014 workforce profile.
 - Analyse the profile of the organisation as at 31st March 2015 and incorporate (where appropriate) a comparison against 2014 data to identify areas requiring further improvement
 - Identify actions to improve workforce diversity at SYFR.
 - Enable tracking of the workforce diversity and equality and the impact of the support services review from 31st March 2014 to 31st March 2016

LEGAL AND STRATEGIC BACKGROUND

20. The legal requirement to produce regular workforce profiles and pay updates and to take action to make improvements is driven by the Gender Equality Duty 2007, and the Equality Act 2010. The Equality and Human Rights Commission Guidance “Equality Information and the Equality Duty: A Guide for Public Authorities” has been utilised in scoping this updated Workforce Profile Update.
21. SYFR continues to experience the impact of significant budget cuts with a significant drop in SYFR recruitment activity. Ongoing Organisational change also impacts of the shape of SYFR and diversity.
22. SYFR’s commitment to a positive action approach is summarised in the revised policy - Positive Action Approach & Priorities; this document highlights the work to update and improve SYFR’s approach to Positive Action, through alignment with SYFR’s Talent Management Plan and People Strategy.

SCOPE OF PROFILE

23. This report covers six of the nine protected characteristics; Race, Sex, Disability, Sexual Orientation, Religion and Belief and Age.
24. The 2015 report incorporates the following range of employment areas - Leavers, Flexible working and Discipline, Grievances and Performance.
25. The 2015 report includes information for Control and Non Uniformed employees to allow the tracking and impacts of the Support Services Review to be assessed.

OUTSIDE SCOPE / FUTURE AREAS

26. Marriage and Civil Partnership – SYFR will continue to ensure that all policies and procedures, where there is a focus or reference to marriage, refer equally both to civil partnership and partners in general thus affording equal treatment in relation to this protected characteristic.
27. Advice has previously been sought from the Trans organisation, a:gender on whether or not equality monitoring is useful or recommended by organisations of trans people and the recommendation was that at this current time it is not useful to include Gender Reassignment in equality monitoring forms.
28. Training – Work is still currently underway within the Organisation Development department to address this and introduce a new system which will enable appropriate reports to be compiled and analysed. The new HR system will enable efficient reporting of Training requests/uptake.

Actions for Improvement – Outside Scope

1. Continue to keep abreast of best practice around monitoring gender reassignment and pregnancy and maternity.
2. Continue to set up profiling system in HR Organisational Development to collate and analyse who requested training/was granted training and any inequalities identified.

DATA & DISCLOSURE

29. SYFR's workforce can be divided into two main areas, operational, comprising of the following work groups:-

- Wholetime
- Retained Duty System (RDS)
- Dual Contract

And non-operational:-

- Control
- Support
- Casual

30. Work is still ongoing within the Human Resource department to bring both the range and quality of data within SYFR up to date with a new integrated, bespoke HR system. The new system will have the ability to enable the workforce profile to be generated automatically when it

is complete. This will significantly reduce the amount of time required to complete this work and enable the work to compile these reports to be embedded within teams and projects. An additional feature within this system is that employees are able to update their own data around the protected characteristics. It is hoped this will encourage higher completion/disclosure rates.

31. The availability of 2011 Census information has allowed South Yorkshire community comparisons to be made for some protected characteristics. The publication of IRMP Statistical returns by CLG has allowed some basic comparisons with the level of sex and race diversity across FRS within these Reports.

Actions for Improvement – Data and Disclosure

1. Establish how to improve rates of disclosure potentially utilising the new HR software system now employees are able to update or amend their information. Work should continue to manage a continued message around why we need employees to disclose data around their protected characteristics and the benefits this will bring.
2. Continue to work with relevant stakeholders around the value of equality monitoring to increase disclosure rate.

PART I – WORKFORCE PROFILE

1. RACE (ethnicity)

- 1.1 The definition of race in this workforce profile is the one used in the Equality Act 2010 “a group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins”.
- 1.2 In relation to overall ethnic diversity at SYFR Table 1 shows that the % of ethnic minority staff has increased from 3.05% in 2014 to 3.3% in 2015. The disclosure rate for this protected characteristic at SYFR has fallen from 100% in 2015 to 99.79%.
- 1.3 Fire & Rescue Authorities Operational Statistics published by CLG provides some comparison for this protected characteristics. For 2015 this shows the Metropolitan FRS’s had the following ethnic minority compositions: Greater London 14%, West Midlands 9.92%, Merseyside 3.36%, West Yorkshire 3.65%, South Yorkshire 3.30%, Greater Manchester 3.87% and Tyne and Wear 1.63%.
- 1.4 This can be compared to census information for 2011 giving the % of ethnic minorities within South Yorkshire as 9.37%, equivalent to almost 126,000 people. This is based on the following groups - Mixed/ Multiple ethnic groups (Asian/Asian British, Black/African Caribbean/ Black British and Other Ethnic Groups).
- 1.5 There has been an overall increase in minority ethnic employees between 2014 -15, however, within Wholetime staff there was a decrease from 2.70% in 2014 to 2.56% in 2015. Within RDS staff there was an increase from 0% in 2014 to 1.32% in 2015 and within support staff there was an increase from 5.88% in 2014 to 6.19% in 2015.
- 1.6 There are now only 2 work groups where there is no ethnic diversity (Dual & Control) as opposed to 4 in 2014. Despite this and the slight decrease in under-representation of ethnic minorities, the Profile still shows that ethnic minorities are significantly under-represented within the SYFR workforce.

Table 1: Ethnicity of Workforce (%) by Work Group

	WT 2014	WT 2015	RDS 2014	RDS 2015	Dual 2014	Dual 2015	Control 2014	Control 2015	Support 2014	Support 2015	Casual 2014	Casual 2015	All Employees 2014	All Employees 2015*
% Majority Group (White British)	97.30	97.44	100.00	96.05	100.00	100.00	100.00	100.00	94.12	93.81	100.00	87.5	96.95	96.60
% Minority Ethnic Group (Black & Minority Ethnic)	2.70	2.56	0.00	1.32	0.00	0.00	0.00	0.00	5.88	6.19	0.00	12.5	3.05	3.30

*2 RDS members did not complete Ethnic Origin 2015

Table 2: Majority / Minority Ethnic Group (%)

Grade / Role	Majority Ethnic Group (White British) 2014	Majority Ethnic Group (White British) 2015	Minority Ethnic Group 2014	Minority Ethnic Group 2015	Not completed 2014	Not completed 2015
Dir / CFO / DCFO / ACO	100.00	100.00	0.00	0.00	0.00	0.00
HOF / AM / GM	94.74	94.12	5.26	5.88	0.00	0.00
9 - 11 / SM	93.75	95.83	6.25	4.17	0.00	0.00
7 - 8 / CM / WM	97.93	98.07	2.07	1.54	0.00	0.39
6 / FF	96.67	96.73	3.33	3.08	0.00	0.19
4-5	94.44	94.2	5.56	5.8	0.00	0.00
1-3	94.23	92.59	5.77	7.41	0.00	0.00

1.7 Table 2 shows that the majority group (white british) is dominant throughout all grades / roles with the highest levels of minority ethnic groups in the grades 4-5 and 1-3 which both saw an increase from 2014. All other grades however saw a slight reduction in minority ethnic groups from 2014.

Table 3: Ethnicity of SYFR Employees

Ethnic Origin	No. of Employees 2014	No. of Employees 2015	% in 2014	% in 2015
White	984	938	96.95	96.6
Asian / Asian British	4	4	0.39	0.41
Black / Black British	9	10	0.89	1.03
Mixed / Multiple Ethnic Groups	10	10	0.99	1.03
Other Ethnic Group	8	7	0.79	0.72
Prefer not to say	0	0	0.00	0.00
Not Completed	0	2	0.00	0.21

1.8 Table 3 shows that the largest minority ethnic group at SYFR in 2015 was Black/Black British and Mixed/Multiple Ethnic Groups.

Race – Analysis

1.9 The main findings are the increase in ethnic diversity within SYFR as a whole in 2015, despite the slight reduction within Wholetime staff. There is still however a large difference between the minority ethnic composition of the SYFR workforce (3.3%) compared to the whole of South Yorkshire (9.37%).

1.10 Overall the Profile shows that there is still significant under-representation of BME employees at SYFR but that the under representation slightly decreased between 2014 – 2015.

Race – Actions for improvement

1. Continue to focus on positive action in progression, along with retention and recruitment to increase diversity for this protected characteristic in SYFR.
2. Planning for positive action would need to be supported by a longer term approach to workforce planning as significant lead in times to implement effective interventions.

2. SEX

- 2.1 The Equality Act 2010 changed the title of this category from gender to sex, and refers to males or females.
- 2.2 Table 4 shows that in the overall sex composition at SYFR between 2014 and 2015 has not changed significantly, with 16.45% females for 2014 and 16.37% in 2015.
- 2.3 Fire & Rescue Authorities Operational Statistics published by CLG provides some comparison for this protected characteristic. For 2015 this shows that the Metropolitan FRS's had the following female compositions for Wholetime staff: Greater London 6.54%, Tyne and Wear 6.69%, South Yorkshire 5.43%, Merseyside 5.16%, West Midlands 5.02%, West Yorkshire 3.92% and Greater Manchester 1.97%. For women in Retained Duty Systems the comparisons provided are that West Midlands had 85.71%, Merseyside had 5.68%, West Yorkshire 3.57%, South Yorkshire had 1.32%. Tyne and Wear and Greater Manchester have 0 females in RDS and Greater London do not operate an RDS. It is worth noting that the high % female RDS for West Midlands is due to them only having 6 RDS employees.
- 2.4 Table 5 shows the overall workforce composition broken down by work group. This shows that sex diversity has increased slightly within Operational Groups which were comprised of 4.91% in 2014 and 5.12% in 2015. However, with just over 5% operational employees being women – this represents a continuing under-representation.
- 2.5 For non-operational employees Table 5 shows that there has been a change in composition with a decrease of females from 49.81% in 2014 to 48.00% in 2015, coupled with a slight increase in males from 50.19% in 2014 to 51% in 2015.
- 2.6 Table 6 shows that there is still significant sex segregation in work groups at SYFR with women predominating in Control and men predominating in all Operational Groups of Wholetime, RDS and Dual contracts.

Table 4: Sex of SYFR Workforce

	2014	2015	2014 %	2015 %
Male	848	812	83.55	83.63
Female	167	159	16.45	16.37
Total	1015	971	100	100

Table 5: Operational/Non operational males and females %

	Operational 2014	% Operational 2014	Operational 2015	% Operational 2015	Non Operational 2014	% Non Operational 2014	Non Operational 2015	% Non Operational 2015
Male	717	95.09	685	94.88	131	50.19	127	51.00
Female	37	4.91	37	5.12	130	49.81	122	48.00
Total Workforce	754	100	722	100	261	100	249	100

Table 6: % Females / Males by Work Group

	Female % 2014	Male % 2014	Female % 2015	Male % 2015
Wholetime	5.11	94.89	5.43	94.57
RDS	1.52	98.48	1.32	98.68
Dual	9.09	90.91	10.00	90.00
Casual	0.00	100.00	0.00	100.00
Control	75.76	24.24	77.42	22.58
Support	47.51	52.49	46.67	53.33

Table 7: Number of Females / Males by Grade / Role

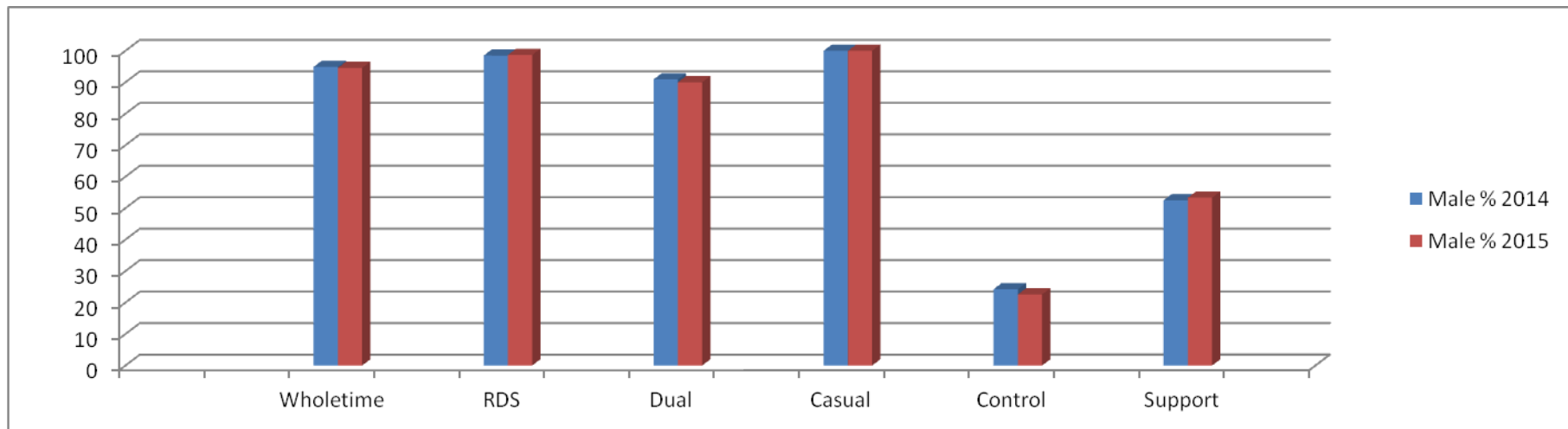
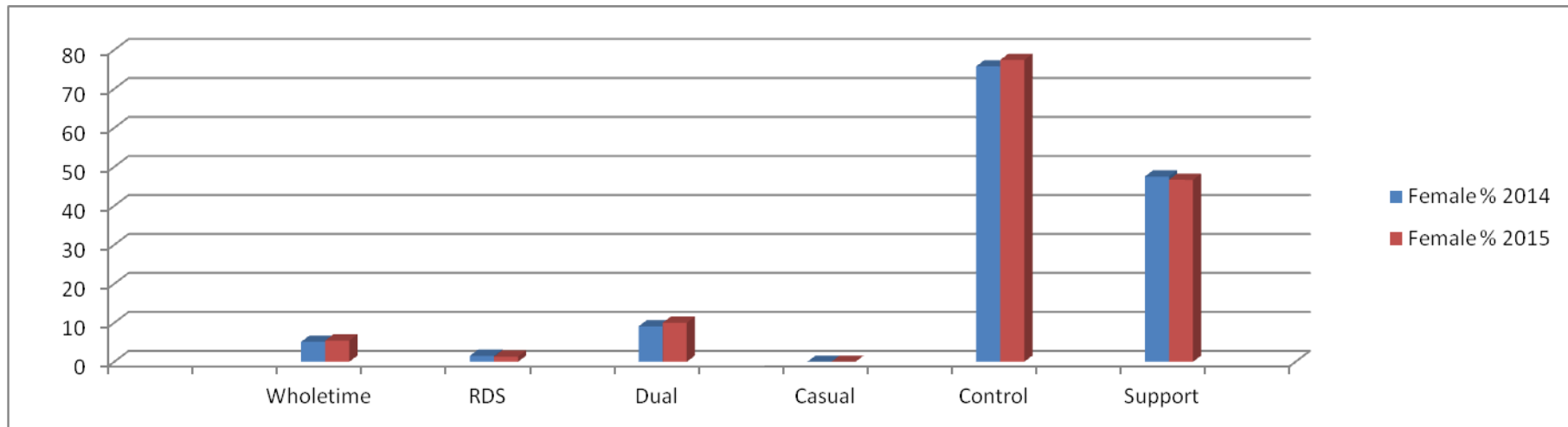
Grade / Role	% of all Females 2014	% of all Males 2014	% of all Females 2015	% of all Males 2015
Dir / CFO / DCFO / ACO	0.60	0.35	0.62	0.37
HOF / AM / GM	0.00	2.24	0.00	2.09
9 - 11 / SM	6.59	4.48	6.91	4.56
7 - 8 / CM / WM	23.95	28.77	25.16	26.97
6 / FF	28.14	56.72	28.30	58.50
4 - 5	25.15	3.54	24.53	3.69
1 - 3	15.57	3.89	14.47	3.82

2.7 Table 7 shows that there is still an absence of % of females in senior operational management for 2015.

2.8 Table 7 shows that there has been an increase in % of females in grades 9–11/SM, 7-8 CM/WM, 6/FF but a decrease in grades 4-5 and 1-3.

2.9 All workgroups apart from Control and Support staff are predominantly male.

Chart 1: % of Females/Males by Work Group



Sex – Analysis

- 2.10 Overall there remains significant gender segregation within all work groups apart from Support Staff where the sexes are balanced.
- 2.11 There is still significant under-representation of women at SYFR. This is due to their significant under-representation in Operational Work Groups.

Sex - Actions for Improvement

- 1. As with race, this Profile indicates a need to implement positive action to enable the workforce of SYFR to have a balance of male and female staff in all roles. This may be particularly important during the current organisational change.
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3 **DISABILITY**

- 3.1 The Equality Act defines disability as “a physical or mental impairment which has a substantial and long-term adverse effect on an individual’s ability to perform normal day-to-day activities”. SYFR uses the social model of disability where individuals are able to determine if they feel they have a disability rather than one that is defined by legislation. Therefore figures for disability are based on a self-definition by employees; this is in line with common and best practice for equality monitoring. It allows comparison with similar self- definition of disability used for the 2011 UK Census.
- 3.2 The UK 2011 Census shows the percentage of people with a self declared disability within South Yorkshire is 20.9% - of these 10.6% declared that day-to-day activities were limited ‘a lot’, and 10.3% declared that day-to-day activities were limited ‘a little’. Using the figure of 10.3% who are likely still to be able to work we can make comparisons and check how representative SYFR workforce is in relation to disability.

Table 8: Disability of Workforce

	Yes 2014	Yes 2015	No 2014	No 2015	Prefer not to say 2014	Prefer not to say 2015	Not Completed 2014	Not Completed 2015
Number of responses	23	19	545	543	24	22	423	387
% of workforce	2.27	1.96	53.69	55.92	2.36	2.27	41.63	39.85

- 3.3 Table 8 shows a slight increase in disclosure rates for this protected characteristic between 2014 – 2015 and a slight decrease in disabled staff from 2014 to 2015.

Table 9: % Disability Operational / Non-operational

	Yes 2014	Yes 2015	No 2014	No 2015	Prefer not to say 2014	Prefer not to say 2015	Not Completed 2014	Not Completed 2015
Operational	1.59	1.39	47.88	50.83	3.05	2.91	47.48	45.43
Non-operational	4.21	3.61	70.50	72.29	0.38	0.41	24.90	23.69

3.4 Disclosure rates for this protected characteristic are higher in the Non operational group than Operational.

3.5 Table 9 shows that disclosure rates have increased from 2014 to 2015 but that there has been a slight decrease in disabled staff for both Operational and Non Operational staff.

Table 10: Disability by Work Group (%)

	Yes 2014	Yes 2015	No 2014	No 2015	Prefer not to say 2014	Prefer not to say 2015	Not completed 2014	Not completed 2015
WT	1.65	1.60	47.45	48.88	3.30	3.19	47.60	46.33
RDS	1.52	1.32	48.48	56.58	0.00	0.00	50.00	42.11
DUAL	0.00	0.00	59.09	65.00	4.55	5.00	36.36	30.00
CASUAL	0.00	0.00	57.14	62.50	0.00	0.00	42.86	37.50
CONTROL	0.00	0.00	69.70	70.97	0.00	0.00	30.30	29.03
SUPPORT	4.98	4.29	71.04	72.88	0.45	0.48	23.53	22.38

Table 11: Disability by Grade / Role (%)

Grade / Role	Yes 2014	Yes 2015	No 2014	No 2015	Prefer not to say 2014	Prefer not to say 2015	Not completed 2014	Not completed 2015
Dir / CFO / DCFO / ACO	0.00	0.00	100.00	100.00	0.00	0.00	0.00	0.00
HOF / AM / GM	15.79	11.76	57.89	64.71	0.00	0.00	26.32	23.53
9 - 11 / SM	4.08	4.17	79.59	81.25	0.00	2.08	16.33	12.50
7 - 8 / CM / WM	2.47	1.93	60.42	64.48	3.18	2.32	33.92	31.27
6 / FF	1.17	1.15	43.77	45.96	2.92	2.88	52.14	50.00
4 - 5	4.17	2.90	69.44	69.57	0.00	0.00	26.39	27.55
1 - 3	3.39	5.55	62.71	62.96	0.00	0.00	33.90	31.48

Disability – Analysis

- 3.6 South Yorkshire population has 10.3% people with a disability. The declared disability composition of SYFR workforce in 2014 was 2.27% and in 2015 was 1.96%. Therefore there appears to be a significant under-representation of disabled people at SYFR.
- 3.7 Disclosure for this protected characteristic has improved from 58.33% in 2014 to 60.15% in 2015. Employees may still be reluctant to disclose due to fear of implications for employment in a fitness focused emergency service and lack of confidence in anonymity/data protection within SYFR.

Disability Actions for Improvement

1. Find ways of exploring attitudes to disclosure of disabilities at SYFR and take action to provide re-assurance, along with actions to myth bust negative stereotypes that disabilities will automatically impact on operational fitness of Firefighters, through incorporating awareness raising and management training.
2. Follow good practice by undertaking equality/profile analysis at the start and end of key organisational change/reviews to monitor any impacts on disability composition of SYFR and manage any change through mitigating actions.

3. Ensure SYFR continues to undertake positive action during recruitment, restructure and promotion processes including promotion and use of the guaranteed Interview scheme, targeted recruitment advertising, active promotion and use of reasonable adjustments etc to attract, retain and promote disabled staff.

4. AGE

- 4.1 Age is defined in the Equality Act by reference to a person's age group and the definition of age groups can vary depending on the type of analysis taking place. SYFR use set categories that are also used for reporting data to external organisations.
- 4.2 The UK 2011 Census provides Age range data; however the age groups are slightly different in the Census than the groups which SYFR capture but a further analysis has been done on SYFR data to enable direct comparisons with community composition across South Yorkshire.

Age Range	Age 16 - 24	Age 25 to 29	Age 30 to 44	Age 45 to 59	Age 60 to 64	Age 65 and over
South Yorkshire Community %	13.40%	6.62%	19.66%	19.32%	5.88%	16.50%
South Yorkshire Fire & Rescue % 2014	1.18%	6.21%	46.70%	42.76%	2.36%	0.79%
South Yorkshire Fire & Rescue % 2015	1.34%	5.77%	47.58%	42.22%	2.4%	0.7%

- 4.3 From the above table we can see that there remains significant under representation in the SYFR workforce in ages ranges 16-24 with South Yorkshire having 13.4% in age group 16-24 compared to SYFR which has only 1.34%. This is however a slight increase on 2014's figure of 1.18%. There is also some under representation in age ranges 60-64 and 65 and over.
- 4.4 There is over representation in age ranges 30-44 and 45-59. The under representation at the younger end is likely to be partly caused by the lack of recruitment into SYFR.

Chart 2: Age Profile as % of Workforce

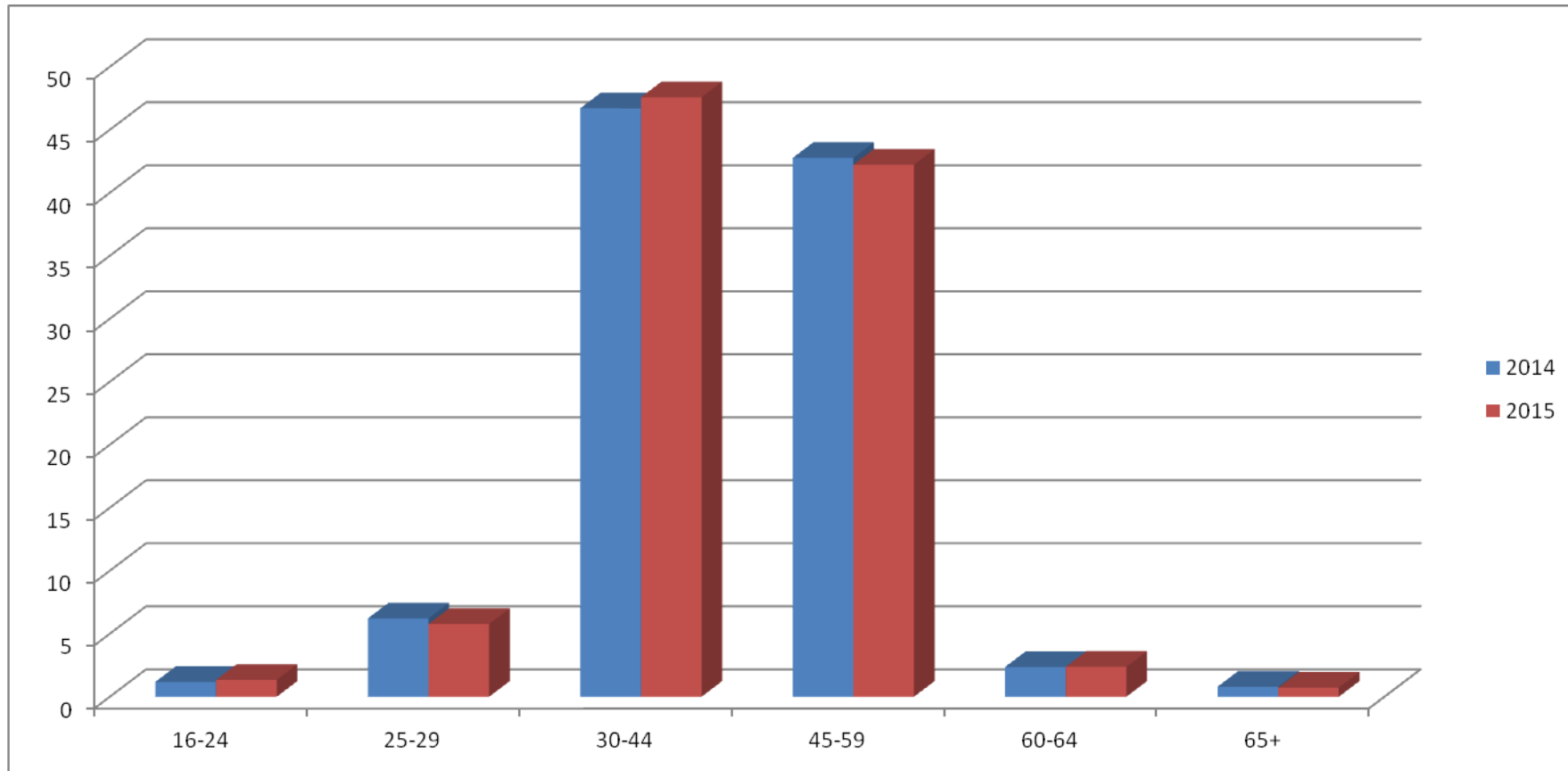
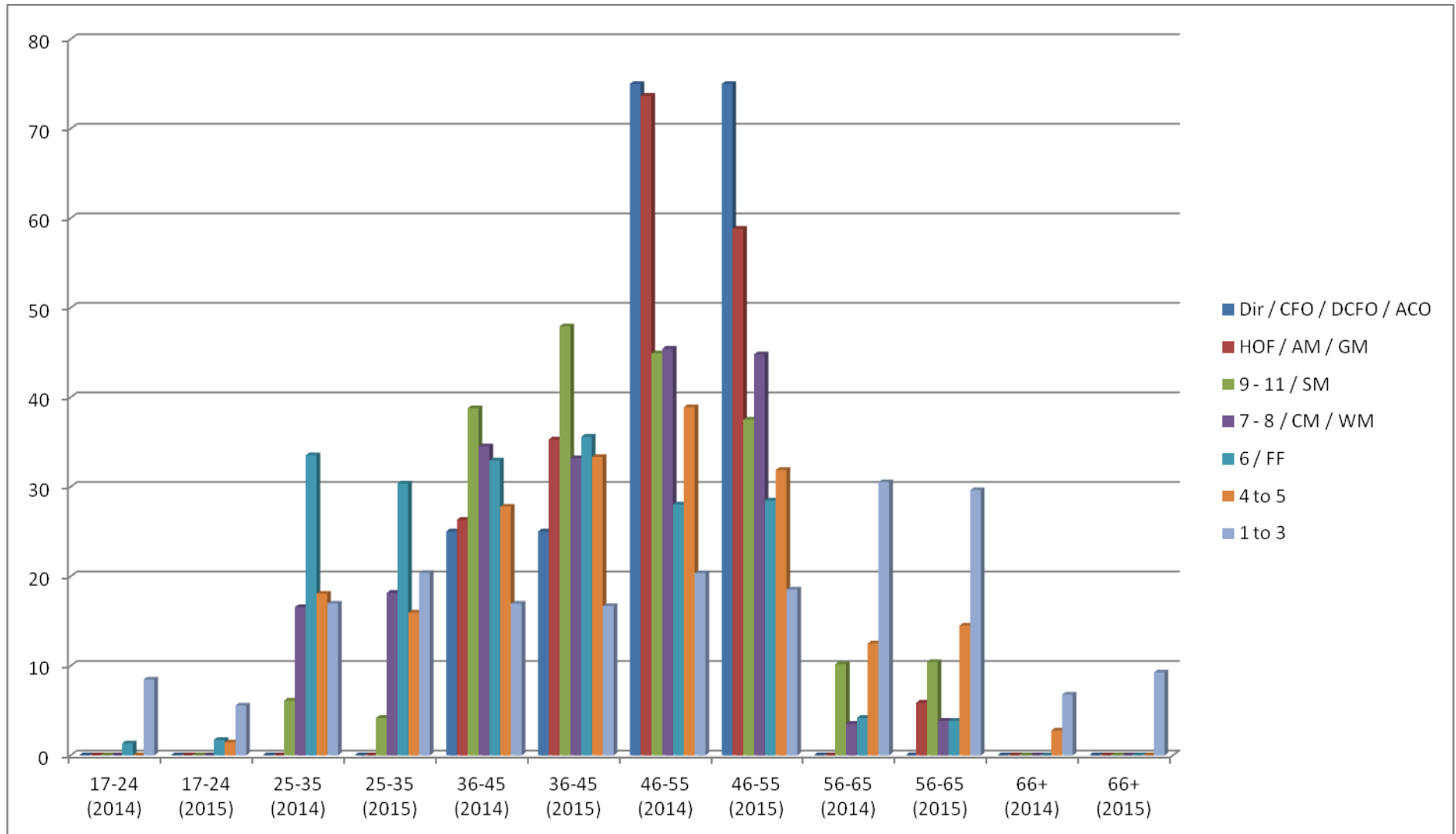


Table 12: Age Group by Grade / Role and as % of the Workforce (2014-2015)

	17-24 (2014)	17-24 (2015)	25-35 (2014)	25-35 (2015)	36-45 (2014)	36-45 (2015)	46-55 (2014)	46-55 (2015)	56-65 (2014)	56-65 (2015)	66+ (2014)	66+ (2015)
Dir / CFO / DCFO / ACO	0.00	0.00	0.00	0.00	25.00	25.00	75.00	75.00	0.00	0.00	0.00	0.00
HOF / AM / GM	0.00	0.00	0.00	0.00	26.32	35.29	73.68	58.82	0.00	5.88	0.00	0.00
9 - 11 / SM	0.00	0.00	6.12	4.17	38.78	47.92	44.90	37.50	10.20	10.42	0.00	0.00
7 - 8 / CM / WM	0.00	0.00	16.55	18.15	34.51	33.20	45.42	44.79	3.52	3.86	0.00	0.00
6 / FF	1.33	1.73	33.52	30.38	32.95	35.58	28.03	28.46	4.17	3.85	0.00	0.00
4 - 5	0.00	1.45	18.06	15.94	27.78	33.33	38.89	31.88	12.50	14.49	2.78	0.00
1 - 3	8.47	5.56	16.95	20.37	16.95	16.67	20.34	18.52	30.51	29.63	6.78	9.26
% of Workforce	1.18	1.34	24.63	23.58	32.22	34.29	35.07	33.68	6.31	6.39	0.59	0.72

Chart 3: Age by Grade/Role (%)



Age – Analysis

- 4.5 SYFR age profile still shows an aging workforce which has implications for succession planning and managing the use of scarce resources.
- 4.6 The 16-25 age range is significantly under-represented though there has been a slight increase in this age range for 2015. The continued reduction in recruitment means this area has not been addressed.
- 4.7 The drop off at the older end of the age range is conditioned by access to pensions in both the operational and support work groups at 50, and 55 respectively in a period of organisational change.

Age – Actions for Improvement

- 1. Consider a positive action approach to increase employees at the younger age range, and to ensure appropriate succession planning.
- 2. Continue to make use of approaches such as apprenticeships to increase the younger age range at SYFR. Also consider further positive action targeting for apprenticeships to encourage younger people to apply as this seems to work without the need for positive discrimination (i.e. limiting the age range).
- 3. Consider equality profiles when moving forward with succession planning and talent management within SYFR.

5. **SEXUAL ORIENTATION**

5.1 Sexual orientation refers to the emotional and sexual attraction people feel towards other people, either of the same sex as themselves (gay, lesbian) or the opposite sex as themselves (heterosexual, straight) or towards people of both sexes (bi-sexual).

Table 13: % Sexual Orientation across SYFR

	LGB 2014	LGB 2015	Heterosexual / Straight 2014	Heterosexual / Straight 2015	Not completed 2014	Not completed 2015	Prefer not to say 2014	Prefer not to say 2015
% of Workforce	1.58	1.54	52.12	53.66	42.86	41.40	3.45	3.40

5.2 The overall declared figure remains low within SYFR and has very slightly declined from 1.58% in 2014 to 1.54% in 2015.

Table 14: % Sexual Orientation by Operational / Non-Operational Employees

	LGB 2014	LGB 2015	Heterosexual / Straight 2014	Heterosexual / Straight 2015	Not completed 2014	Not completed 2015	Prefer not to say 2014	Prefer not to say 2015
Operational	1.33	1.39	45.62	47.78	49.70	47.23	3.98	3.60
Non-operational	2.30	2.01	70.88	70.68	24.90	24.50	1.92	2.81

Table 15: % Sexual Orientation by Top 5% / Rest of Workforce

	LGB 2014	LGB 2015	Heterosexual / Straight 2014	Heterosexual / Straight 2015	Prefer not to say 2014	Prefer not to say 2015	Not completed 2014	Not completed 2015
Total Top 5%	3.92	1.59	74.51	79.37	1.96	4.76	19.61	14.29
Rest of workforce	1.45	1.54	51.04	51.87	3.53	3.30	43.98	43.28

5.3 It is likely that this protected characteristic is significantly under-represented in SYFR workforce, however, as disclosure for this protected characteristic is low at 58.6%, it is not clear at this point.

5.4 The figure for LGB employees in the top 5% tiers of the workforce has decreased from 3.92% in 2014 to 1.59% in 2015.

Sexual Orientation - Analysis

5.5 Disclosure rates for this protected characteristic across SYFR continue to be low at 58.6% in 2015 and this still limits the ability of SYFR to have robust people data to use for planning.

Sexual Orientation - Actions for Improvement

1. Liaise with E&I Advisors to develop effective and supported positive action approaches for LGBT employees.
2. Consider undertaking promotional work around disclosure of this protected characteristic now that self-service updating of personal information is available within the new SYFR HR Information Software.

6. RELIGION OR BELIEF

6.1 The Equality Act 2010 states that Religion has the meaning usually given to it but Belief includes a wide range of religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Chart 4: Religion or Belief – Workforce

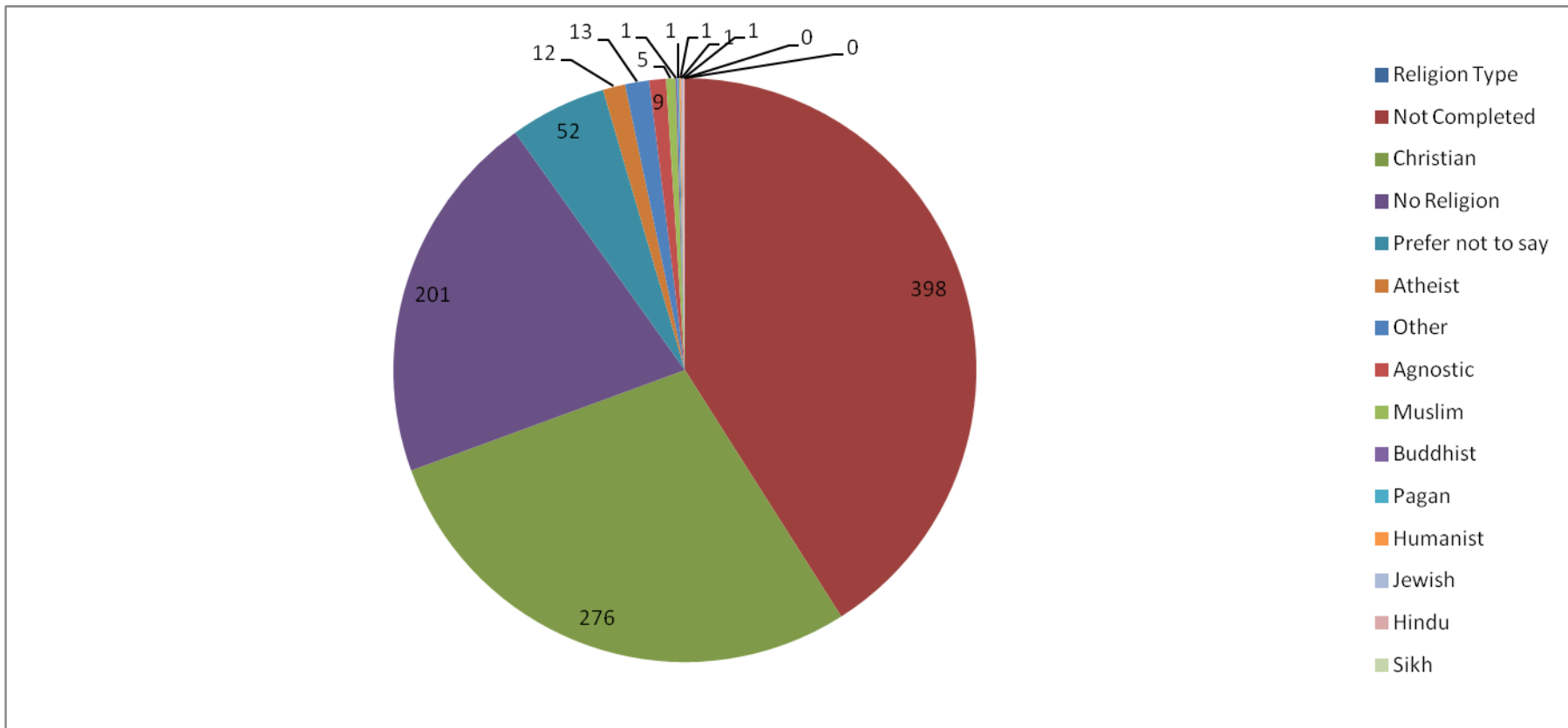


Table 16: % Religion or Belief

Type	Number 2014	% 2014	Number 2015	% 2015	South Yorkshire Community comparison, Census 2011
Not completed	431	42.46	398	40.99	6.7% (religion not stated)
Christian	276	27.19	276	28.42	61%
No religion	202	19.90	201	20.70	26.8%
Prefer not to say	51	5.02	52	5.36	Not Stated
Atheist	15	1.48	12	1.24	Not Stated
Other	14	1.38	13	1.34	0.3%
Agnostic	12	1.18	9	0.93	Not Stated
Muslim	5	0.49	5	0.51	4.3%
Buddhist	3	0.30	1	0.10	0.3%
Pagan	3	0.30	1	0.10	Not Stated
Humanist	1	0.10	1	0.10	Not Stated
Jewish	1	0.10	1	0.10	0.1%
Hindu	1	0.10	1	0.10	0.4%
Sikh	0	0.00	0	0	0.2%

- 6.2 Table 16 includes a comparison with the population of South Yorkshire in terms of religion and belief, from the 2011 UK Census. As per in the 2014 report Christian is the largest group in SYFR followed by No Religion – this is the same as for the South Yorkshire community figures from the 2011 Census.
- 6.3 From Table 16 and 17 it can be seen that the overall level for non disclosure for this protected characteristic has continued to decline from 42.46% in 2014 to 40.99% in 2015. While this is trend is positive it still remains too low to make definite assessments about any under-representation.

Table 17: Religion & Belief % Non disclosure Rate – Total Workforce

	2014 %	2015 %
All Workforce	42.46	40.99

Table 18: % Non-disclosure Rates by Work Group

Work Group	2014 %	2015 %
WT	48.35	47.12
RDS	50	43.42
Dual	36.36	30.00
Casual	28.57	25.00
Control	30.30	29.03
Support	25.34	24.76

Religion or Belief - Analysis

- 6.4 The figures for Muslims across South Yorkshire at 4.3% remain significantly more than within SYFR which for 2015 is 0.51%. Therefore Muslims are likely to be under-represented within the workforce at SYFR, which due to the minority status of this community group and a cultural difference is a potential area requiring some positive attention.
- 6.5 For the other minority religious groups across South Yorkshire/within SYFR the numbers remain too small to draw reliable comparisons.
- 6.6 Given that just less than half of SYFR staff do not disclose this protected characteristic it is difficult to make firm comparisons on under-representation. This is a Protected Characteristic where the current non-disclosure level still limits the reliability of comparisons which can be drawn.

Religion or Belief – Actions for improvement

- 1. Consider undertaking promotional work around disclosure of this protected characteristic now that the self-service updating of personal information is available within the new SYFR HR Information System.
- 2. Liaise with E&I Advisors and consider whether actions could be taken to recruit Muslim members of South Yorkshire Community as this is a likely area of under-representation.

7 OTHER INFORMATION ON EMPLOYMENT

7.1 The EHRC in their guide for Public Authorities on Equality Information and the Equality Duty identify that as well as collecting, analysing and publishing workforce composition, public bodies should look at other employment information along with information around training, recruitment and selection, appraisals, grievances, disciplinary action and dismissals to identify variations and inequality across protected characteristics. Following on from the 2014 report, limited information is currently available and is set out below with a recommendation about some further work being undertaken in the future and a decision on whether SYFR has the capacity to some or all of this work will need to be made.

Recruitment and Promotion

7.2 Historically SYFR have not analysed Organisational restructures, Uniformed Promotions or support post recruitment and selection however tables have been incorporated into this report to allow monitoring of outcomes throughout the Support Services review.

7.3 Any positive action undertaken as a result of taking forward the recommendations in this Profile would need a monitoring process to be planned in ahead of each recruitment phase to identify outcomes and whether the work has been successful. This will require the identification and deployment of capacity with HR to undertake this.

7.4 SYFR Job Application Forms have a comprehensive equality monitoring form which is completed for all external recruitment applications and internal support post recruitment (but not internal uniform promotions). Once the information is received HR staff detaches the form from the application and input information into SYFR recruitment data base, however no analysis of outcomes or trends is currently undertaken and would require a deployment of capacity to undertake this.

Training

7.5 The system for logging operational training requests is currently under review and therefore the ability to analyse data regarding the number of training requests by protected characteristics has not been possible at this time.

Appraisals

7.6 Every employee within SYFR has to undergo a PDR and once these are complete they are analysed against protected characteristics to identify any outcome inequalities.

Leavers

7.7 Table 19 shows all staff leaving SYFR for reasons including resignations, retirements, dismissals etc

7.8 Between 31st March 2014 and 31st March 2015, a total of 83 employees left, made up of 17 females and 66 males.

Table 19: All Leavers from SYFR

	Female 2014	Male 2014	Female 2015	Male 2015
Operational	3	48	0	51
Non-operational	7	14	17	15
Total	10	62	17	66

FLEXIBLE WORKING

7.9 From 2014 to 2015 there were 7 applications for flexible working, 6 from females and 1 from males, and all were granted.

TABLE 20: Flexible Working Requests

Flexible Working Requests	25-35 2014	36-45 2014	46-55 2014	56-65 2014	65 + 2014	Total 2014
Female	2	1	3	0	0	6
Male	0	0	0	0	1	1
Total	2	1	3	0	1	7

Flexible Working Requests	25-35 2015	36-45 2015	46-55 2015	56-65 2015	65 + 2015	Total 2015
Female	3	2	0	0	0	5
Male	0	1	0	0	1	2
Total	3	3	0	0	1	7

DISCIPLINE, GRIEVANCES & PERFORMANCE

7.10 During 2014 to 2015 there have been 12 informal discipline cases and 5 formal discipline cases resulting in 0 dismissals.

TABLE 21: Formal Discipline Cases

Discipline Cases 2013-14	Informal	Formal	Total Cases	Leaver - Yes	Leaver - No	Dismissal	Total Leavers
Female	1	0	1	0	1	0	0
Male	11	5	16	0	16	0	0
Total	12	5	17	0	17	0	0

Discipline Cases 2014-15	Informal	Formal	Total Cases	Leaver - Yes	Leaver - No	Dismissal	Total Leavers
Female	0	0	0	0	0	0	0
Male	10	10	10	0	19	1	1
Total	10	10	20	1	0	1	1

Other Information on Employment – Analysis

7.11 Overall the small numbers makes it difficult to draw any conclusions around inequalities in these areas.

Actions for Improvement

1. As per the 2014 report a decision needs to be made on whether to continue to collect equality information around recruitment and selection, which we do not analyse or to ensure that an efficient process for analysis and reporting outcomes can be embedded within SYFR recruitment and selection activities to enable outcomes to be identified and reported to stakeholders.

DISCLOSURE RATES IN SYFR

The disclosure rates for each of the protected characteristics covered in this report are shown below:

Disclosure Rates %		
	2014	2015
Race	100.00	99.79
Sex	100.00	100.00
Disability	58.33	60.14
Age	100.00	100.00
Sexual Orientation	57.14	58.7
Religion or Belief	57.54	59.11
Pregnancy & Maternity	(N/A)	(N/A)

Table 1: Disclosure rates for Protected Characteristics at SYFR

SUPPORT SERVICES REVIEW COMPARISON TABLES

The below tables have been produced to enable South Yorkshire Fire & Rescue to monitor workforce composition prior, during and after the completion of the Support Service Review.

Information for Directors and Head of Functions are not contained within the below as they are not impacted by the review.

Control employees are included in the below tables due to the ongoing Control Review. There is no information relation to SM's in Control as the small number makes identification possible.

The tables below do not include any employees who are on casual zero hours contracts.

All figures are shown as a percentages due to small numbers however HR hold the base data to allow tracking of all protected characteristics.

ETHNICITY

Ethnicity - Non Uniformed

Grade / Role	Majority Ethnic Group % (White British) 2014	Majority Ethnic Group % (White British) 2015	Minority Ethnic Group 2014 - %	Minority Ethnic Group 2015 - %	Not completed % 2014	Not completed % 2015
11	85.71	100.00	14.29	0.00	0.00	0.00
10	100.00	100.00	0.00	0.00	0.00	0.00
9	100.00	100.00	0.00	0.00	0.00	0.00
8	90.91	88.89	9.09	11.11	0.00	0.00
7	95.83	95.24	4.17	4.76	0.00	0.00
6	94.87	92.86	5.13	7.14	0.00	0.00
5	96.70	93.33	3.23	6.67	0.00	0.00
4	92.68	94.87	7.32	5.13	0.00	0.00
3	90.32	88.89	9.68	11.11	0.00	0.00
2	100.00	100.00	0.00	0.00	0.00	0.00
AP	100.00	0.00	0.00	0.00	0.00	0.00

Ethnicity - Control

Control Grade / Role	Majority Ethnic Group %(White British) 2014	Majority Ethnic Group % (White British) 2015	Minority Ethnic Group 2014 - %	Minority Ethnic Group 2015 - %	Not completed % 2014	Not completed % 2015
WM	100	100	0.00	0.00	0.00	0.00
CM	100	100	0.00	0.00	0.00	0.00
FF	100	100	0.00	0.00	0.00	0.00

SEX

Sex – Non Uniformed

Grade / Role	% Males 2014	% Males 2015	% Females 2014	% Females 2015
11	14.29	12.5	85.71	87.5
10	80.00	100.00	20.00	0.00
9	66.67	66.67	33.33	33.33
8	54.55	44.44	45.45	55.56
7	45.83	42.86	54.17	57.14
6	76.92	78.57	23.08	21.43
5	35.48	36.67	64.52	63.33
4	46.34	48.72	53.66	51.28
3	54.84	67.57	45.16	32.43
2	36.84	35.29	63.16	64.71
AP	100.00	0.00	0.00	0.00

Sex - Control

Control Grade / Role	% Males 2014	% Males 2015	% Females 2014	% Females 2015
WM	60.00	50.00	40.00	50.00
CM	30.77	36.36	69.23	63.64
FF	7.14	6.67	92.86	93.33

DISABILITY

Disability - Non Uniformed

Grade / Role	% Yes 2014	% Yes 2015	% No 2014	% No 2015	% Prefer not to say 2014	% Prefer not to say 2015	% Not completed 2014	% Not completed 2015
11	0.00	0.00	85.71	100.00	0.00	0.00	14.29	0.00
10	20.00	0.00	80.00	100.00	0.00	0.00	0.00	0.00
9	0.00	0.00	66.67	66.67	0.00	0.00	33.33	33.33
8	0.00	0.00	81.82	77.78	9.09	11.11	9.09	11.11
7	8.33	4.76	75.00	76.19	0.00	0.00	16.67	19.05
6	5.13	4.76	74.36	78.57	0.00	0.00	20.51	16.67
5	0.00	0.00	74.19	76.67	0.00	0.00	25.81	23.33
4	7.32	5.13	65.85	64.1	0.00	0.00	26.83	30.77
3	3.23	5.41	67.74	64.86	0.00	0.00	29.03	29.73
2	5.26	5.88	57.89	58.82	0.00	0.00	36.84	35.29
AP	0.00	0.00	50.00	0.00	0.00	0.00	50.00	0.00

Disability - Control

Control Grade / Role	% Yes 2014	% Yes 2015	% No 2014	% No 2015	% Prefer not to say 2014	% Prefer not to say 2015	% Not completed 2014	% Not completed 2015
WM	0.00	0.00	80.00	75.00	0.00	0.00	20.00	25.00
CM	0.00	0.00	84.62	90.91	0.00	0.00	15.38	9.09
FF	0.00	0.00	50.00	53.33	0.00	0.00	50.00	46.67

AGE

Age % - Non Uniforme

	17-24 (2014)	25-35 (2014)	36-45 (2014)	46-55 (2014)	56-65 (2014)	66+ (2014)
11	0.00	14.29	57.14	28.57	0.00	0.00
10	0.00	0.00	40.00	20.00	40.00	0.00
9	0.00	0.00	33.33	33.33	33.33	0.00
8	0.00	0.00	63.64	9.09	27.27	0.00
7	0.00	41.67	16.67	37.50	4.17	0.00
6	2.56	10.26	15.38	38.46	33.33	0.00
5	0.00	19.35	32.26	32.26	16.13	0.00
4	0.00	17.07	24.39	43.90	9.76	4.88
3	3.23	22.58	19.35	22.58	22.58	9.68
2	10.53	15.79	21.05	15.79	31.58	5.26
AP	100.00	0.00	0.00	0.00	0.00	0.00

Age - Control

Control Grade / Role	17-24 (2014)	25-35 (2014)	36-45 (2014)	46-55 (2014)	56-65 (2014)	66+ (2014)
WM	0.00	40.00	0.00	40.00	20.00	0.00
CM	0.00	15.38	38.46	38.46	7.69	0.00
FF	0.00	28.57	28.57	28.57	14.29	0.00

Age % - Non Uniforme

	17-24 (2015)	25-35 (2015)	36-45 (2015)	46-55 (2015)	56-65 (2015)	66+ (2015)
11	0.00	12.5	50.00	37.5	0.00	0.00
10	0.00	0.00	50.00	0.00	50.00	0.00
9	0.00	0.00	16.67	50.00	33.33	0.00
8	0.00	0.00	55.56	11.11	33.33	0.00
7	0.00	33.33	23.81	38.1	4.76	0.00
6	2.38	11.9	23.81	66.67	57.14	0.00
5	0.00	16.67	40.00	26.67	16.67	0.00
4	2.56	15.38	28.21	35.90	12.82	5.13
3	2.70	24.32	16.22	13.51	21.62	21.62
2	11.76	11.76	17.65	17.65	35.29	5.8
AP	0.00	0.00	0.00	0.00	0.00	0.00

Age - Control

Control Grade / Role	17-24 (2015)	25-35 (2015)	36-45 (2015)	46-55 (2015)	56-65 (2015)	66+ (2015)
WM	0.00	25.00	0.00	50.00	25.00	0.00
CM	0.00	18.18	36.36	45.45	0.00	0.00
FF	0.00	13.33	33.33	33.33	20.00	0.00

SEXUAL ORIENTATION

Sexual Orientation – Non Uniformed

	% LGB 2014	% LGB 2015	% Heterosexual / Straight 2014	% Heterosexual / Straight 2015	% Not completed 2014	% Not completed 2015	% Prefer not to say 2014	% Prefer not to say 2015
11	0.00	0.00	85.71	87.5	14.29	0.00	0.00	12.5
10	20.00	0.00	80.00	100.00	0.00	0.00	0.00	0.00
9	0.00	0.00	66.67	66.67	33.33	33.33	0.00	0.00
8	0.00	0.00	90.91	88.89	9.09	11.11	0.00	0.00
7	0.00	0.00	83.33	80.95	16.67	19.05	0.00	0.00
6	0.00	0.00	76.92	80.95	20.51	16.67	2.56	2.38
5	0.00	0.00	70.97	73.33	25.81	23.33	3.23	3.33
4	2.44	2.56	65.85	61.54	29.27	33.33	2.44	2.56
3	0.00	0.00	64.52	64.86	29.03	29.73	6.45	5.41
2	5.26	5.88	57.89	47.06	36.84	41.18	0.00	5.88
AP	0.00	0.00	50.00	0.00	50.00	0.00	0.00	0.00

Sexual Orientation – Control

	% LGB 2014	% LGB 2015	% Heterosexual / Straight 2014	% Heterosexual / Straight 2015	% Not completed 2014	% Not completed 2015	% Prefer not to say 2014	% Prefer not to say 2015
WM	20.00	25.00	60.00	50.00	0.00	25.00	20.00	0.00
CM	7.69	9.09	76.92	81.82	0.00	9.09	15.38	0.00
FF	0.00	0.00	50.00	53.33	0.00	46.67	50.00	0.00

RELIGION & BELIEF

Religion & Belief – Non Uniformed

	Not Completed % 2014	Christian % 2014	No Religion % 2014	Prefer not to say % 2014	Atheist % 2014	Agnostic % 2014	Other % 2014	Muslim % 2014	Pagan % 2014	Hindu 2014
11	14.29	42.86	28.57	0.00	0.00	14.29	0.00	0.00	0.00	0.00
10	0.00	40.00	40.00	0.00	0.00	0.00	0.00	0.00	20.00	0.00
9	33.33	0.00	16.67	0.00	16.67	33.33	0.00	0.00	0.00	0.00
8	9.09	54.55	18.18	0.00	0.00	0.00	9.09	9.09	0.00	0.00
7	20.83	37.50	29.17	4.17	4.17	0.00	4.17	0.00	0.00	0.00
6	20.51	41.03	33.33	2.56	2.56	0.00	0.00	0.00	0.00	0.00
5	29.03	25.81	19.35	3.23	9.68	3.23	6.45	3.23	0.00	0.00
4	31.71	39.02	17.07	0.00	2.44	4.88	0.00	2.44	0.00	2.44
3	29.03	35.48	22.58	6.45	3.23	0.00	0.00	0.00	3.23	0.00
2	36.84	26.32	36.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AP	50.00	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Religion & Belief - Control

	Not Completed 2014	Christian 2014	No Religion 2014
WM	20.00	60.00	20.00
CM	15.38	46.15	38.46
FF	50.00	42.86	7.14

Religion & Belief – Non Uniformed

	Not Completed % 2015	Christian % 2015	No Religion % 2015	Prefer not to say % 2015	Atheist % 2015	Agnostic % 2015	Other % 2015	Muslim % 2015	Pagan % 2015	Hindu 2015
11	0.00	50.00	25.00	12.5	0.00	12.5	0.00	0.00	0.00	0.00
10	0.00	50.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9	33.33	0.00	33.33	0.00	0.00	33.33	0.00	0.00	0.00	0.00
8	11.11	55.56	22.22	0.00	0.00	0.00	0.00	11.11	0.00	0.00
7	19.05	38.1	28.57	4.76	4.76	0.00	4.76	0.00	0.00	0.00
6	16.67	45.24	30.95	2.38	0.00	2.38	0.00	2.38	0.00	0.00
5	26.67	36.67	13.33	3.33	6.67	0.00	10.00	3.33	0.00	0.00
4	35.9	38.46	15.38	0.00	2.56	2.56	0.00	2.56	0.00	2.56
3	32.43	35.14	24.32	5.41	0.00	0.00	0.00	0.00	2.70	0.00
2	35.29	29.41	35.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Religion & Belief - Control

	Not Completed 2015	Christian 2015	No Religion 2015
WM	25.00	50.00	25.00
CM	9.09	45.45	45.45
FF	46.67	46.67	6.67