Buckinghamshire & Milton Keynes Fire Authority

Meeting and date: Fire Authority, 16 June 2021

Report title: Equality, Diversity and Inclusion Objectives 2020–2025 – Year one update

Lead Member: Councillor Steven Lambert, People, Equality and Diversity and Assurance

Report sponsor: Mick Osborne, Chief Operating Officer (Deputy Chief Fire Officer)

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Action: Noting and Decision

Recommendations: It is recommended that:

1. the contents of the report, EDI objectives for 2020 – 2025 in Appendix 1 and EDI workforce data in Appendix 3 be noted.
2. the revised six, twelve and eighteen to twenty-four month objectives in Appendix 2 be approved.

Executive summary:

The Authority's objective is to embed Equality and Diversity into everything it does, both internally and externally.

In late 2019, it was recognised that a refresh of the Equality, Diversity and Inclusion (EDI) objectives was necessary; EDI group members from across the Service met to review progress and set tangible objectives, which aligned with the Public Safety Plan and would give the opportunity to developed EDI further.

Work was undertaken to review the overarching objectives. The June 2020 Fire Authority approved the EDI Objectives 2020 to 2025 which are set out against elements of the Authority's core values – Diversity, Service to the Community, Improvement and People.

Our vision and values align to the National Fire Chief Council's (NFCC) Code of Ethics which members of the EDI group contributed to during consultation.
The objectives were further broken down into six, twelve and eighteen month objectives. These objectives are regularly reviewed for progress and additions made to support the EDI work. (Appendix 2)

In the 2019 HMICFRS report, the People pillar where EDI is assessed was deemed good. In the 2021 HMICFRS Covid-19 report "staff wellbeing was a clear priority". In the forthcoming inspection EDI will be a key area; the EDI group welcome the

external review and will ensure EDI development areas will be worked on, to drive improvement.

This report is to update on progress made on EDI and the EDI objectives. The objectives have been amended to ensure the refreshed Corporate Plan priorities and the HMICFRS report recommendations and learning are aligned with it. The action plan has been extended to span twenty-four months, to ensure the strong focus and direction on EDI continues.

Appendix 1 provides an introduction to the statutory duties outlined by the prevailing legislation, the overarching objectives and a summary of EDI headlines.

Appendix 2 shows the six, twelve and eighteen to twenty-four month objectives, where progress has been made, what has been completed and where objective timescales have been reviewed.

Appendix 3 illustrates EDI workforce data in the form of charts in comparison to the latest census data (2011) for the population of Buckinghamshire and Milton Keynes. We have reported the current data set for a number of years and are refreshing the way we collect and present data.

Financial implications:

The EDI objectives for 2020 - 2025 will continue to be delivered from within existing budgets and will help to move the provision of equality and diversity to a more integrated provision within public safety work.

The Change 100 internship programme may incur a cost. Any costs associated, if not fully externally funded, will be sourced through the budget challenge process.

The Authority's objective is to embed EDI into everything it does internally and externally, and to work in partnership to ensure a consistent approach to delivering equality and diversity - where possible reducing and sharing the cost of activities.

Risk management:

A significant identified risk is the Authority's ability to deliver a more diverse workforce within the funding and recruitment constraints against a background of changing demographics.

This report and the objectives contained within the appendices and proposed monitoring aim to mitigate these risks.

Discrimination in the workplace may give rise to a claim through the employment tribunal. In general, failure to comply with the statutory duties may give rise to a claim for compensation for injury to feelings and costs may be awarded on such a claim if it is successful. There is also a risk to reputational damage.

Any new or revised processes or procedures which deal with equality data or personally identifiable information are subject to an Equality Impact Assessment (EIA) and Data Protection Impact Assessment (DPIA).

The Authority's People Strategy and well-developed policies and procedures aim to mitigate these risks wherever possible.

Monitoring arrangements include updates to the Performance Management Board, and annual reports to the Strategic Management Board and Fire Authority.

Legal implications:

The Fire Authority is subject to the general and specific duties set out in the Equality Act 2010. The general duty requires the Authority, when carrying out its functions, to have due regard to the need to:

1) eliminate unlawful discrimination, harassment and victimisation; and

2) advance equality of opportunity between different groups and foster good relations between different groups.

Specific duties are set out in regulations made under Equality Act 2010, which related to the following "protected characteristics": age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 (SI 2017/353) requires the Authority to:

1) publish information to demonstrate compliance with the duty imposed by the Act, which must include information relating to persons who share a "protected characteristic" (see above) who are a) employees; and b) other persons affected by its policies and practices; and

2) to prepare and publish one or more specific and measurable equality objectives that should achieve any of the aims set out in the Act at least every four years. Guidance on how and what to publish is provided in the "Equality information and the equality duty: A guide for Public Authorities" (ECHR Revised (fourth) edition, July 2014).

Privacy and security implications:

All statistical data used to evaluate diverse groups are suitably pseudonymised to ensure individuals cannot be identified.

Following this Fire Authority meeting, relevant EDI workforce data as outlined within this report will be published on the external website in line with the PSED.

Duty to collaborate:

The Policing and Crime Act 2017 requires the Authority to keep opportunities for collaboration with the police and ambulance services under review.

The three Thames Valley Fire Services are progressing common approaches to operational On Call Firefighter recruitment. Joint working to promote fire service careers and raise awareness across community groups with the aim of improving employee diversity.

Collaboration with Thames Valley Police (TVP) on apprenticeships and promoting careers for young people is well established.

The Service fully participated in the National Joint Council Inclusive Fire Service Initiative, which recommended improvement strategies for Fire and Rescue Services to use. The Authority confirmed support for these improvement strategies.

Members of the EDI group have been active participants of the five shires Addressing Inequalities collaboration which was originally set up following the Black Lives Matter movement. They have contributed to workshops and are lead members of working groups on a collaborative video, planning webinars and a resource hub.

The Head of Human Resources attends virtual Asian Fire Service Association (AFSA) South East region events. A range of AFSA events are attended by the EDI group and learning and resources are shared with across the service.

EDI members have collaborated on NFCC consultations on a range of EDI subjects and attend the NFCC EDI Forum.

Health and safety implications: There are no implications with regard to health and safety.

Environmental implications: There are no environmental implications.

Equality, diversity, and inclusion implications:

The Service has a statutory obligation under equality legislation to eliminate unlawful discrimination. The Authority's People Strategy, policies, and procedures aim to support it in meeting these requirements. Diversity is one of our core values.

If we have greater representation of our diverse communities, then we will be able to find solutions to barriers in relation to employment and accessing services.

Staff are encouraged to disclose their protected characteristics; the data is used to inform our EDI strategies. The EDI workforce data in Appendix 3, is presented to ensure it is inclusive and can be viewed by individuals who find it hard to distinguish between different colours. This approach will be used in all future papers.

Recruitment Strategies are in place to improve the diversity of the workforce. The Authority continues to support the Apprenticeship Diversity Champions Network (ADCN). This network is proving helpful in sourcing and sharing best practice to improve workforce diversity.

The Authority's innovative Apprenticeship programme provides an excellent opportunity to improve the diversity make-up of the Authority.

Consultation and communication:

A comprehensive communication and consultation programme is in position to ensure the Authority is best placed to move the EDI agenda forward in a positive and co-ordinated way. For example, EDI is an agenda item at the Joint Consultation Forum, Health, Safety and Wellbeing Committee and the Performance Management Board.

The EDI Group is jointly chaired by the Head of Human Resources and Deputy Director of Finance and Assets, and attended by the Lead Member for People, Equality and Diversity and Assurance. The group's terms of reference include supporting the Authority to strive for future improvements in EDI and developing networks to enable the sharing of best practice.

This report promotes Equality and Diversity and is intended to comply with the PSED.

This report fulfils the Authority's legislative requirements under the Equality Act (Specific Duties) Regulations 2017 and complements the Authority's strategic objectives.

This paper has been discussed at the 22 April 2021 Joint Consultation Forum and reviewed and approved at the March and April 2021 EDI Group monthly meetings, at Performance Management Board on 6 May 2021, and Strategic Management Board on 18 May 2021.

Background papers:

March 2021 Executive Committee – Gender Pay Gap Report (Item 6)

[Executive Committee March 2021 Gender Pay Gap report](#)

January 2021 Covid-19 Inspection report

[COVID-19 inspection: Buckinghamshire Fire and Rescue Service (justiceinspectorates.gov.uk)](#)

October 2020 Fire Authority - People Strategy

[BMKFA October 2020 People Strategy](#)

June 2020 Fire Authority – EDI Objectives 2020 – 2025

[BMKFA, 10 June 2020 EDI Objectives](#)

HMICFRS report 17 December 2019

https://www.justiceinspectorates.gov.uk/hmicfrs/frs-assessment/frs-2018/buckinghamshire/

The Equality Act 2010

The Equalities Act 2010 (Specific Duties and Public Authorities) Regulations 2017

http://www.legislation.gov.uk/uksi/2017/353/contents/made

The Equalities Act 2010 (Gender Pay Gap Information) Regulations 2017

http://www.legislation.gov.uk/uksi/2017/172/contents/made

"Equality information and the equality duty: A guide for public authorities" (ECHR, Revised (fourth) edition, July 2014):

https://www.equalityhumanrights.com/en/publication-download/essential-guide-public-sector-equality-duty

Appendix	Title	Protective Marking
1	Introduction; Equality, Diversity and Inclusion (EDI) Objectives 2020 – 2025	
2	EDI Objectives 2020 – 2025	
3	EDI workforce data	

Introduction: Equality Diversity and Inclusion (EDI) Objectives 2020–2025

Introduction

Buckinghamshire and Milton Keynes Fire Authority (BMKFA) is fully committed to Equality and Diversity. The Authority recognises fairness and inclusion is fundamental to everything it does, to achieve its vision of making Buckinghamshire and Milton Keynes the safest areas in England in which to live work and travel.

The Authority believes a workforce that better reflects the diversity of the local working population will create a stronger, more enriched and well-informed organisation, able to meet the expectations of a modern Fire and Rescue Service. This is a key aspect of our People Strategy. The Authority's objective is to embed Equality and Diversity into everything it does internally and externally.

The Authority recognises having a diverse flexible workforce, which better reflects the community it serves, can enhance performance as well as improve its service to the community.

Under the Equality Act 2010, public sector organisations are expected to use this understanding to demonstrate 'due regard' to the Public Sector Equality Duty (PSED) to:

• Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by, or under, the Act.

• Advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it.

• Foster good relations between people who share a relevant protected characteristic and those who do not share it.

The aim of the PSED is to embed equality considerations into the day to day work of public authorities so they tackle discrimination and inequality, and contribute to making society fairer.

The Equality Duty covers the following protected characteristics: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

The duty applies to marriage and civil partnership, but only in respect of the requirement to have due regard to the need to eliminate discrimination.

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 that came into effect in 2017 require public sector organisations employing over 250 staff

Appendix 1

Introduction: Equality Diversity and Inclusion (EDI) Objectives 2020–2025

to carry out gender pay gap reporting. In accordance with the Regulations, the Authority is required to annually publish six pieces of prescribed data about the pay and bonuses of male and female workers within the organisation:

1. Mean gender pay gap in hourly pay
2. Median gender pay gap in hourly pay
3. Mean bonus gender pay gap
4. Median bonus gender pay gap
5. Proportion of males and females receiving a bonus payment
6. Proportion of males and females in each pay quartile

This data must be published 'within the period of 12 months beginning with the snapshot date' (Regulation 2(2)). The snapshot date for public sector employers is 31 March each year.

Equality, Diversity and Inclusion (EDI) Objectives 2020 - 2025

The Authority's Equality, Diversity and Inclusion Objectives 2020 to 2025, which were approved at the June 2020 Fire Authority are set out against elements of the Authority's core values:

- **Diversity -** Our culture will engage and value diversity and difference to enhance our service offering to the public.
- **Service to the Community -** We will provide a more diverse range of services to better protect the communities we serve.
- **Improvement -** Our employment offer will be inclusive and embrace flexibility to support improved diversity representation across the service.
- **People -** We aim to be an employer of choice, attracting, recruiting, retaining and developing staff from diverse backgrounds, to reflect the communities we serve.

Progress against objectives has been reported to the Fire Authority on a regular basis. Regular updates are planned against the six, 12 and 18 to 24 month specific objectives detailed in Appendix 2. For progress to date, please see the Appendix 2.

BMKFA Headlines

- In January 2020 Buckinghamshire Fire & Rescue Service carried out a follow up **Employee Culture Survey**. The survey featured questions relating to EDI and Respect and Recognition. The results and data provided the Service with an insight to how its employees felt about EDI. 78 per cent of respondents agreed that the Service values and promotes employee diversity, with 79 per cent of the 352 respondents agreeing that they are treated with respect as individuals.

Introduction: Equality Diversity and Inclusion (EDI) Objectives 2020–2025

Employees were invited to provide a free text response, where 213 were received and analysed. Of these 12 per cent featured EDI. These responses are helping the Service to explore opportunities and inform future actions.

The employee engagement group will soon begin to plan for the next culture survey which will take place in January 2022. With a focus on EDI and Employee Wellbeing questions specifically aimed at these key areas featuring as a custom dimension.

- In the 2019 **HMICFRS report**, the People pillar, where EDI is assessed, was deemed "Good". An improvement plan was written to ensure further sustained progress. In July 2020, the Head of Human Resources spoke at the Asian Fire Service Association (AFSA) Webinar on "Fairness, Diversity and Training at Buckinghamshire Fire and Rescue Service". She covered the improvement plan, progress to date, workstreams and communications. An article was also published in the September 2020 AFSA Inclusion magazine.

- In January 2021 the **HMICFRS Pandemic report** stated "Staff wellbeing was a clear priority for the service during the pandemic. It proactively identified wellbeing problems and responded to any concerns and further needs. Senior leaders actively promoted wellbeing services and encouraged staff to discuss any worries they had"

"Most staff survey respondents told us that they could access services to support their mental wellbeing if needed. Support put in place for staff included occupational health, counselling, peer support, and access to external resources such as mindfulness presentations. The service has discussed with its staff how it should plan for the potential longer-term effects of COVID-19 on its workforce."

"Staff most at risk of COVID-19 were identified effectively, including those from a black, Asian and minority ethnic background and those with underlying health problems. The service worked with staff to develop and implement processes to manage the risk, including individual risk assessments. The service made sure that its most vulnerable staff 'shielded', and it adopted flexible ways of working to enable working from home. It also provided COVID-19 testing for all staff members and families who had symptoms."

- The **People Strategy** which was approved at the October 2020 Fire Authority was refreshed to ensure it was fully reflective of the 2020 – 2025 Corporate Plan. The strategy details the Service's vision, values, aim and key areas. EDI is one of the five key areas and highlights our EDI objectives. The Service's People Strategy is intended to be flexible to address how we can most effectively respond to our

Introduction: Equality Diversity and Inclusion (EDI) Objectives 2020–2025

current and future needs. The strategy features on both our internal intranet and external public facing website.

- Due to the restrictions associated with Covid19, many community events were cancelled. **Community Engagement** was progressed through new ways of working including:
    - Virtual presentations to community groups including a series of talks simultaneously translated into Urdu
    - Engagement through the new Community Boards across Buckinghamshire including the planning and approval of recovery support
    - Delivery of food parcels to families identified by Social Care
    - Welfare visits
    - Virtual school and uniformed group visits
    - Fire and Wellness visits to high-risk occupants
    - Virtual On-Call awareness evenings and interviews, which moved to socially distanced, covid secure interviews when restrictions allowed
    - Participation in virtual LGBTQ+ Pride webinars on Hate crime, Trans awareness to Trans acceptance and Positive action.

- **Service policies and procedures** are under regular review to ensure they reflect the community we service and support employees for example – Pay Policy, Leave procedure, Flexi time system guidance, Trauma Support guidance note, Discipline procedure, Grievance procedure. The Attendance Management Procedure is currently undergoing consultation.

- In May 2020 the **Employers Network for Equality and Inclusion Talent Inclusion and Diversity Evaluation (TIDE) Survey** was completed and the Bronze Standard awarded. The survey benchmarked against 98 organisations, across 26 sectors, on the following areas – Workforce, Strategy and Plan, Leadership and Accountability, Recruitment and Attraction, Training and Development, Employment practices, Communication and Engagement and Procurement.

- In 2020 an **Equal Pay Audit** was carried out by an external organisation. The report showed there are no issues with pay parity.

- The **Addressing Inequalities collaboration** was set up originally to address inequalities following the Black Lives Matter movement. The five Fire Services - Buckinghamshire, Royal Berkshire, Gloucestershire, Oxfordshire and Warwickshire are working together to demonstrate their commitment to drive the initiatives forward. The Chief Fire Officer from each service have a strong commitment to improve awareness and understanding of racial equality issues in each Fire and Rescue Service.

Appendix 1

Introduction: Equality Diversity and Inclusion (EDI) Objectives 2020–2025

The aims of this project are that the services across all five counties:
- are better educated in the issues regarding race inequality and injustice
- are safe spaces where people can have respectful and constructive dialogue about racism and all the other prejudices present in society
- will have action plans that support continuous and sustainable improvement that makes the service more diverse and inclusive.

To date a joint video has been published internally, a shared resource hub discussed, and a series of interactive webinars are due to be held.

- The **EDI group membership** includes new employees from across the organisation. There is more confidence from group members, who are actively engaging and sharing with colleagues. Group members are taking ownership of the EDI objectives for example working on the following areas:

  o attendance a wide range of **collaboration events** and participating in National Fire Chief Council (NFCC) consultations for example Equality of access to services and employment for Black people, and LGBT communities, Core Code of Ethics, Maturity Models and Coaching and Mentoring.

  o attendance at a range of **EDI virtual workshops and webinars** are attended by the EDI group and learning, and resources are shared with employees across the service.

  o the Head of Human Resources attended the inaugural NFCC EDI Forum and regularly attends virtual Asian Fire Service Association (AFSA) and South East AFSA regional events.

  o promotion of the **Hidden Disabilities Sunflower scheme**. Not all disabilities are visible – some are hidden and not immediately obvious, such as learning difficulties, mental health as well as mobility, speech, visual or hearing impairments. Living with a hidden disability can make daily life more demanding for many people, and it can be difficult for others to identify, acknowledge or understand the challenges you face. Wearing the Hidden Disabilities Sunflower discreetly indicates to people around you that you may need additional support, help or a little more time. Training will be available to all staff via the HEAT online training to support wider understanding of people with hidden disabilities.

  o communications on **Pronouns** and why sharing and respecting pronouns are an important way to be inclusive. Pronouns are used in place of a proper noun (like someone's name). We use pronouns most often when

referring to someone without using their name. Our most used pronouns (he/she) specifically refer to a person's gender. For queer, gender non-conforming, non-binary, and transgender people, these pronouns may not fit, can create discomfort, and can cause stress and anxiety. Using someone's correct gender pronouns is one of the most basic ways to show your respect for their identity. It's always best to ask and listen to how a person refers to themselves.

o   research and costings into the **Change 100 internship programme** of paid summer work placements and mentoring for disabled students and recent graduates undertaken. Talented university students and recent graduates with a disability or long-term condition are matched with employers. Change 100 allows access to a unique candidate we might never have reached otherwise. We continue to explore options for introducing interns into the organisation; the earliest this could happen is 2022.

o   promotion of **sign language**, with members of staff working with their colleagues to aid understanding.

Appendix 2 - Six, Twelve and Eighteen to Twenty Four Month EDI Objectives

Who's Coordinating?	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
	**Six Month Objectives**					
EDI Group (Employees across the Service)	Group to meet regularly to keep momentum - **COMPLETE**					
	Build and develop relationships with external partners - **COMPLETE**					
	EDI Standing item on Joint Consultation Forum - **COMPLETE**					
		Confirm EDI standing item on Performance Management Board - **COMPLETE** Business Transformation Board - **COMPLETE**				
		Investigate links to Wellbeing group; promote Mental Health First Aiders - **COMPLETE**				
		Review EDI Group Terms of Reference and publish - **COMPLETE**				
			Establish EDI Group and EDI Champions - **COMPLETE**			
			Identify who is responsible from this group for taking each action forward, planning and reporting back to this group - **COMPLETE**			
			Research and determine what good looks like including abroad, examples and case studies - look at top companies - **IN PROGRESS**			
				Identify EDI Priority focus area - **COMPLETE**		
				Identify EDI Critical friend/EDI Networks/Peer review - **IN PROGRESS**		
Organisational (Head of HR and Head of Prevention, Response and Resilience) to coordinate and feedback to group):	Identify any significant EDI deficiencies and put plan together to address - **COMPLETE**					
			Culture Survey learns and actions resulting from it - **IN PROGRESS**			
			Establish EDI budget - **COMPLETE**			
HR and OD (Head of HR and HR Advisory and Development Manager to coordinate and feedback to group)	Refresh People Strategy - **COMPLETE**					
	What can we learn for next time? Communications with unsuccessful applicants, support for future - **COMPLETE**					
	Carry out Equal Pay Audit - **COMPLETE**					
	Train and use organisational EIA forms - **COMPLETE**					
		Review our EDI work against ENEI, AFSA, IFSG - **COMPLETE**				
		Evaluate recruitment process - what can we learn for next time? Communications with unsuccessful applicants, support for future - **COMPLETE**				
			Evaluate induction process needs and requirements to see if it delivers clear expectations (for employees and employer) - **IN PROGRESS**			
			Evaluate exit interview process - How many get taken up? What happens to the information? Do we review it and get organisational learnings? Could themes be reported to EDI Group for consideration? **IN PROGRESS**			
			Evaluate and review the benefit of EDI objectives within the appraisal process - **COMPLETE**			
			Ensure monitoring arrangements are in place for discipline and grievance cases and they are reviewed regularly - **COMPLETE**			
				Review Equal Pay Audit outcomes and carry out recommendations - **IN PROGRESS**		
						Investigate organisational accreditation opportunities, to help us identify areas where we are lacking and where we are good (Mindful Employer, Stonewall accreditation, Disability Confident) - **IN PROGRESS**
Internal Comms projects (Communications Team/ HR to progress and feedback to group):	Showcase good EDI practice - **IN PROGRESS**					
	Weekly/monthly features, e.g.LGBT History month articles/education - **IN PROGRESS**					
	Calendar of diversity and cultural events published on intranet to raise staff awareness (shared/highlighted through SMT blogs) - **IN PROGRESS**					
		Advertise role of group/promote this group and its purpose - **COMPLETE**				
				Investigate the links we have with the community and engage with them - **IN PROGRESS**		
Facilities (Business Fire Safety Inspector/GC Service Delivery South to			EDI Audit, Survey and Investigate the feasibility of gender neutral facilities, what is best practice and what is practical? - **IN PROGRESS**			
				Suitable fridges on all sites, e.g. for food requirements, breast milk - **IN PROGRESS**		

Appendix 2 - Six, Twelve and Eighteen to Twenty Four Month EDI Objectives

	Twelve Month Objectives			
Who's Coordinating	**Quarter One**	**Quarter Two**	**Quarter Three**	**Quarter Four**
EDI Group Members	Build EDI Networks with like-minded organisations - **COMPLETE**			
	Identify EDI Service Champions and help to obtain recognition within BFRS - **IN PROGRESS**			
	Faith and Cultural awareness (e.g. Black History month, religious practices and observances) articles and education - **IN PROGRESS**			
				Investigate accreditation opportunities for EDI service leads (not champions, they are next stage) - **TO DO**
				Evaluate purpose and success of Equality Impact Assessment form training and use - **TO DO**
				Cultural awareness/familiarisation for managers - **TO DO**
				Investigate Working Forward Initiative - **TO DO**
			Roadshows/scenario based training for all staff (e.g.. How to identify and confidently challenge inappropriate behaviour) - **IN PROGRESS**	
	ENEI TIDE Survey if continue to be a member - **COMPLETE**			ENEI TIDE Survey - **TO DO**
	Decide whether to establish Fire Cadets - **ON HOLD AT PRESENT**			
Internal Communications Project - EDI Group Members	Review Promotion and Branding materials - **IN PROGRESS**			
	Write and publish EDI objectives - **COMPLETE**			
		SAFE Awards - An EDI specific award - **ON HOLD**		
		EDI representative and consideration on every project (consider 5 key areas: Vision/Policy, Data Intelligence, Management System, Coordination, Operations) - **TO DO**		
			Develop Q&A/factsheets - **TO DO**	
			EDI considerations for Procurement (is it written into our contracts? Going above and beyond our statutory requirements. Procuring equipment/services with all staff in mind i.e. Weight of ladders/height of stowage on vehicles) - **TO DO**	
Facilities and Stores			Investigate the possibility of: - **IN PROGRESS** Facilities for new mothers on all stations Multi-faith (prayer) facilities on all stations Appropriate catering facilities (halal/kosher) on all stations Accessibility (e.g.. Step free access) on all stations Workwear for all staff (is it fit for purpose etc.)	
HR & OD			Carry out training for EDI group, Leadership and Members - **IN PROGRESS**	
				Refresh mediator and coaching offering - **IN PROGRESS**

Appendix 2 - Six, Twelve and Eighteen to Twenty Four Month EDI Objectives

Who's Coordinating	Eighteen to Twenty Four Month Objectives				
	2020 (first half)	2020 (second half)	2021 (first half)	2021 (second half)	2022 (first half)
Organisational - HR Advisory and Development Manager, Head of HR	Develop and grow EDI Champions Network - **IN PROGRESS**				
	Policies and Procedures: - **IN PROGRESS** Flexible Working Arrangements (also consider Operational Staff) Suite of fit for purpose procedures and guidance notes/information sheets Update Equality Impact Assessment to promote thinking rather than being a tick box exercise Transgender Review Bully and Harassment and Grievance procedure - **IN PROGRESS** Social Media guidance				
			HMICFRS reinspection (possible move into 12 months depending on Tranche) - **IN PROGRESS**		
				Accreditation (ENEI/Stonewall/IIP/Disability Confident etc.) - **TO DO**	
	Gender Pay Gap Report and Action Plan - **COMPLETE**		Gender Pay Gap Report and Action Plan - **COMPLETE**		
					Ethnicity Pay Gap Report and Action Plan - **TO DO** Any other protected characteristics we should consider? i.e. Age **TO DO**
				Contribute to the review Vision and Values to incorporate EDI - **TO DO**	
EDI Group members				Investigate requirement for Driving Licence - **RESCHEDULED/TO DO**	
			Write communication to encourage staff to complete their protected characteristics - **RESCHEDULED/TO DO**		
				investigate working together - **IN PROGRESS/ON HOLD** EDI E-learning package, refresh the one that is there - **TO DO** Review the use of Viper in recording EDI information - **TO DO**	
					Food Culture awareness training - **RESCHEDULED/TO DO**
Internal Communications Project - EDI group members					Internal EDI Conference/Day with guest speakers etc. - **TO DO**
				Refresh intranet area - **TO DO**	
				Publish a cultural awareness guide - hard copy and electronic - **TO DO**	
					Launch regular workshops on various topics to aid understanding - **TO DO**
External Communications Project - Head of Prevention, Response and Resilience	Measures of change and evaluating progress made - **IN PROGRESS**				
					Wrapping appliances: EDI messages not just LGBTQ+ (look at other FRS - i.e. Prostate/Cancer/Domestic Abuse/Organ Donation) - **TO DO**
Facilities (business Fire Safety Inspector/GC Service Delivery South to progress and feedback to				Deliver: Accessibility (e.g.. Step free access) on all stations Appropriate toilet facilities for all - **TO DO**	

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

Notes about the dataset

Buckinghamshire Fire & Rescue Service (BFRS) Workforce data

The data provided in this report is set at 31 March 2021.

The majority of BFRS employee figures within this document are based on employees being counted once only, based on their primary role in the organisation. This, however, does not account for our entire On Call population as many Wholetime and Support employees have secondary employment in On Call roles at BFRS. To reflect the diversity of On Call as an entire group, the On Call figures include *all* employees with On Call roles. Please note employees with more than one role will be included in more than one group.

BFRS does not hold enough available information to report on all the protected characteristics within BFRS (specifically religion, sexual orientation and disability). Therefore, these have not been included in this report.

Nomis population data

Population information is extracted from a range of data available on the Nomis website, based on the 2011 Census to provide a comparison with our local communities (Milton Keynes and Buckinghamshire). It is important to bear in mind that this information is now ten years old. Data from the recent (2021) Census will not be available for quite some time and therefore comparisons with the communities are limited, with the focus of this report being on BFRS employees alone.

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
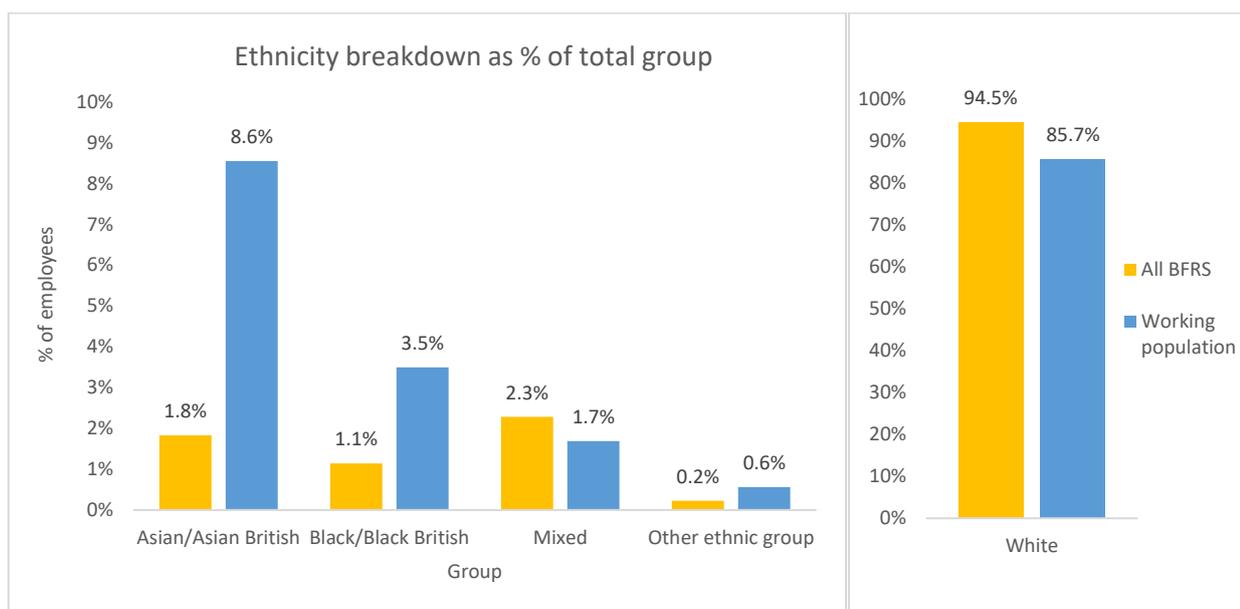# Equality, Diversity & Inclusion Workforce Data

1. BFRS vs. Public (working population)

The following charts examine how well diversity within BFRS reflects that of our local communities (Milton Keynes and Buckinghamshire) according to the 2011 Census.
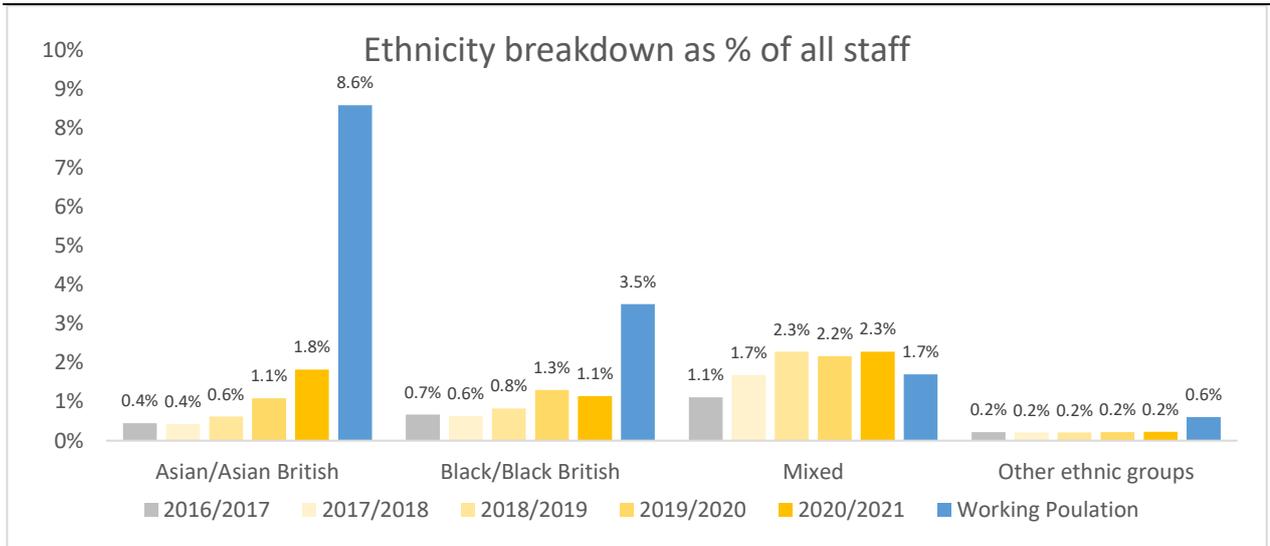
1.1 Ethnicity

The following chart depicts the ethnicity breakdown of people as a percentage of the total group. This compares BFRS against the working age population (Age 16 to 74).

Please note percentages in the below chart are calculated on the number of employees at BFRS for whom we hold data. 9.3 per cent of employees have not declared their ethnicity and are excluded from these figures.

Ethnicity breakdown as % of total group

Group	All BFRS	Working population
Asian/Asian British	1.8%	8.6%
Black/Black British	1.1%	3.5%
Mixed	2.3%	1.7%
Other ethnic group	0.2%	0.6%
White	94.5%	85.7%

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

Ethnicity breakdown as % of all staff

Legend: 2016/2017 | 2017/2018 | 2018/2019 | 2019/2020 | 2020/2021 | Working Poulation

1.2 Age

The working population is relatively even spread between the ages of 20 and 65, however, it is clear at BFRS that the two largest age groups range between age 35 and 44.

Age breakdown as % of total group

Legend: All BFRS | Working population
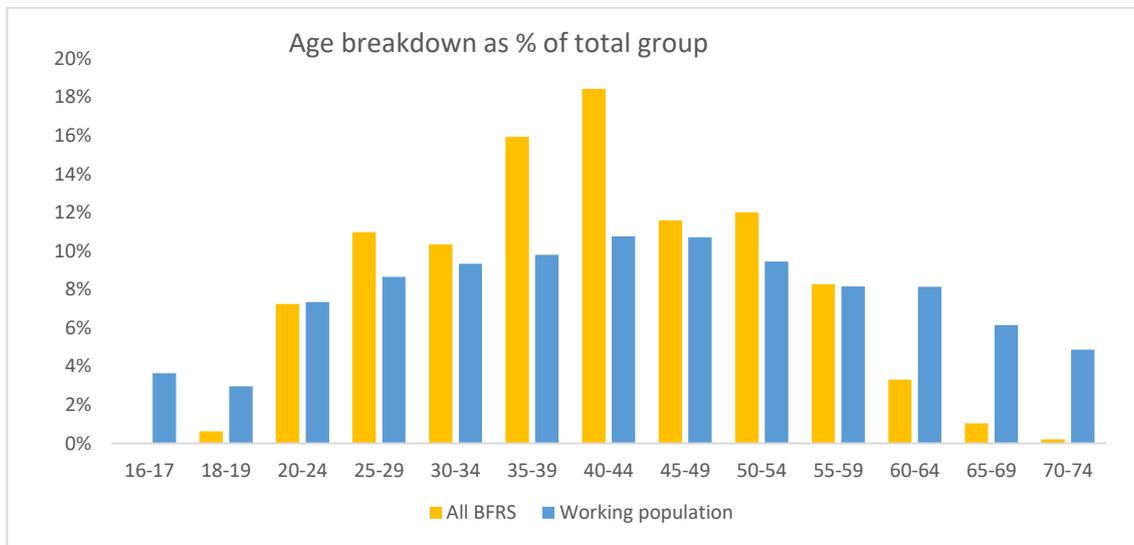
1.3 Gender

At BFRS, the number of male employees outweighs that of female employees, with the current male population making up approximately 80 per cent of the organisation. In contrast, females account for the majority of the working age population with 50.5 per cent.
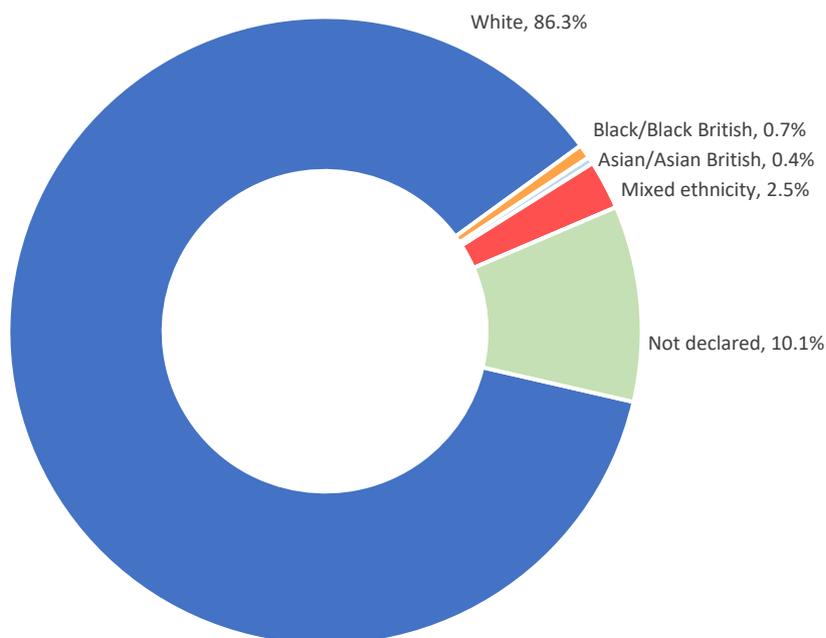
**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

Gender breakdown as % of total group
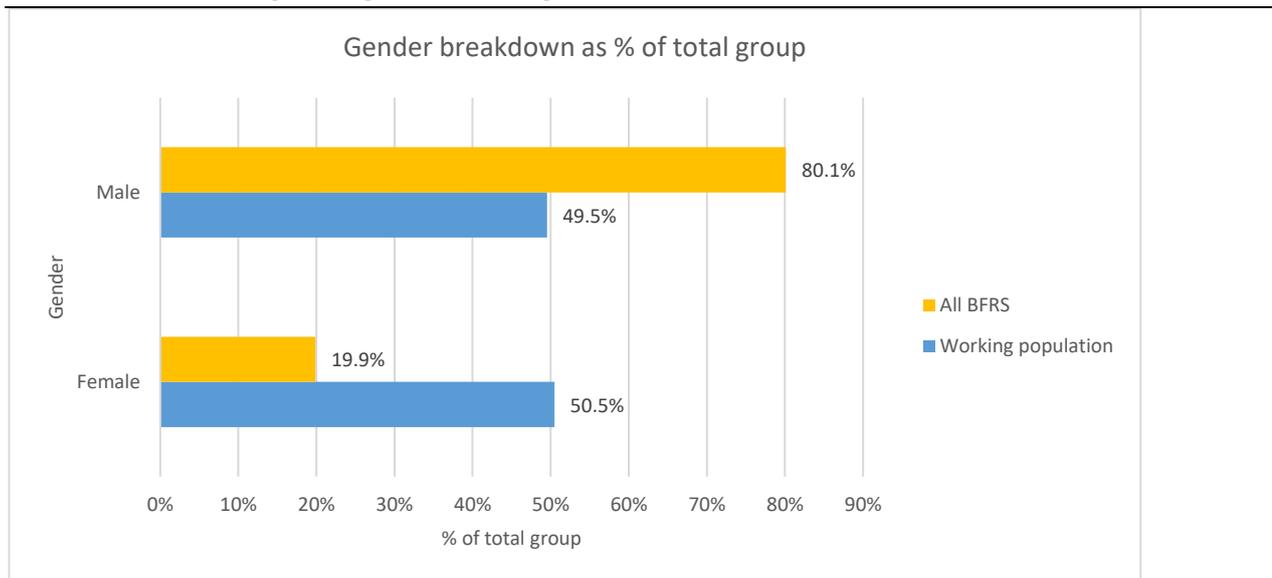
2. Diversity of BFRS workforce

The remaining charts in this report focus entirely on the diversity of BFRS employees within each of the core employee groups: - Wholetime (including Apprentices), On Call (all employees with On Call roles) and Support staff.

Employees with more than one role have been counted once only within each of the relevant groups.

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

2.1   Wholetime employees

2.1.1 Ethnicity

Ethnicity breakdown of Wholetime employees

White, 86.3%

Black/Black British, 0.7%
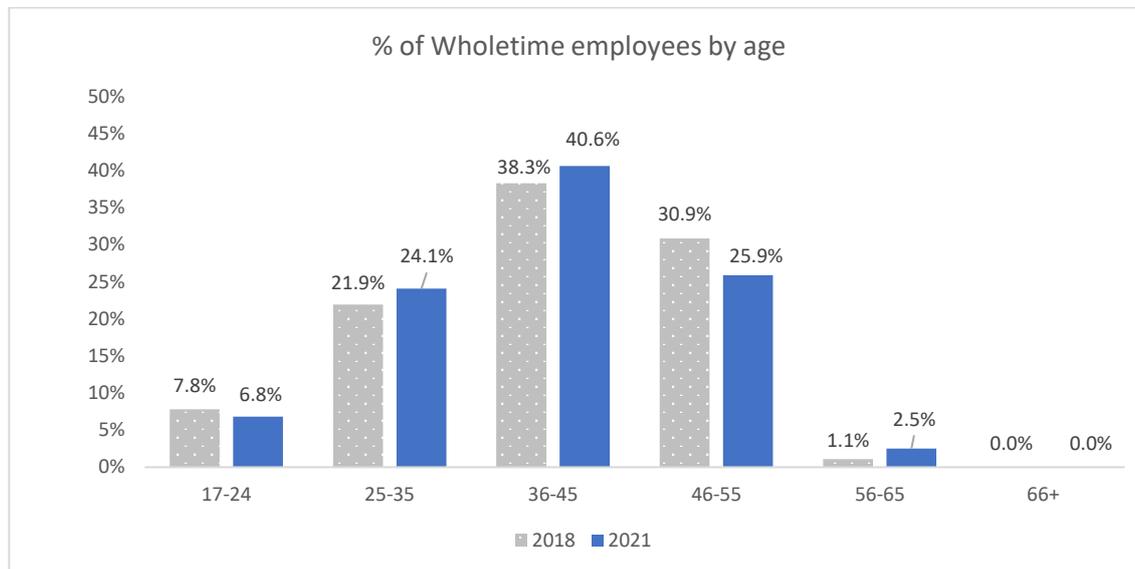Asian/Asian British, 0.4%
Mixed ethnicity, 2.5%

Not declared, 10.1%

The above chart provides a breakdown of ethnicity for Wholetime employees in 2021.
The total number of employees in ethnic groups make up 3.6 per cent of the group.

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011
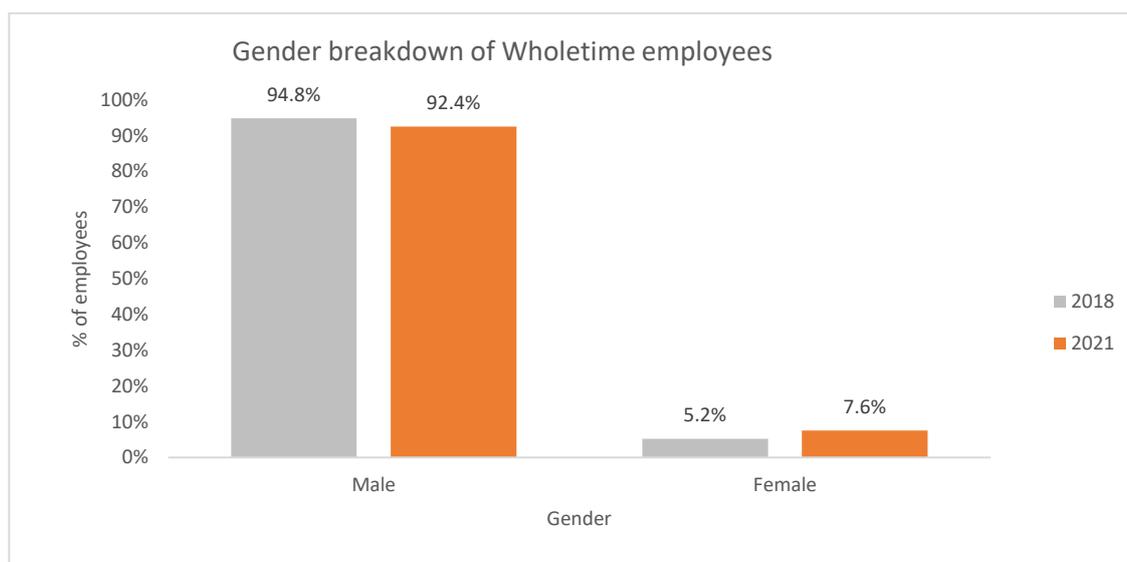Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

2.1.2 Age

% of Wholetime employees by age

Age group	2018	2021
17-24	7.8%	6.8%
25-35	21.9%	24.1%
36-45	38.3%	40.6%
46-55	30.9%	25.9%
56-65	1.1%	2.5%
66+	0.0%	0.0%

■ 2018 ■ 2021

The above chart displays the range of ages that make up the Wholetime employees' group. Apprentices account for the 17 to 24 age group, and a small number slot into the age 25 to 35 group. The majority of Wholetime employees fall within the 36 to 45 year age bracket, with the average age of a BFRS Wholetime employees standing at 39 at the end of March 2021.

2.1.3 Gender

Gender breakdown of Wholetime employees

Gender	2018	2021
Male	94.8%	92.4%
Female	5.2%	7.6%

% of employees

Gender

■ 2018 ■ 2021

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

The above chart shows the split of male and female Wholetime employees in 2018 compared to now, in 2021. The number of females has increased by 2.4 per cent in the three years since 2018.

Female Wholetime employees make up just 4.3 per cent of the total organisation. This is an improvement on the 2.9 per cent they represented in 2018. Male Wholetime employees have seen little change in numbers since 2018 and make up just over half of the organisation.

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Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

2.2 On Call employees

2.2.1 Ethnicity

Ethnicity breakdown of On Call employees

White, 87.1%

Asian/Asian British, 2.4%

Mixed ethnicity, 1.6%

Not declared, 8.9%
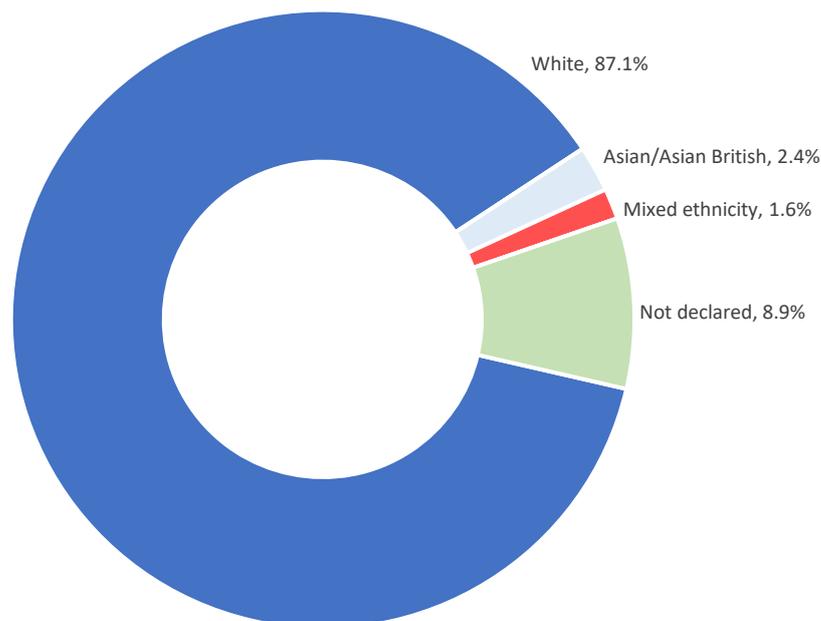
Numbers of On Call employees within the ethnic groupings are low as demonstrated in the chart above.

2.2.2 Age

In 2021, the age breakdown of On Call employees is more closely representative of those for Wholetime employees with more employees in the 36 to 45 age range as demonstrated in the following chart. This is partly because the On Call group includes employees whose primary role is within Wholetime, and who have secondary On Call roles.
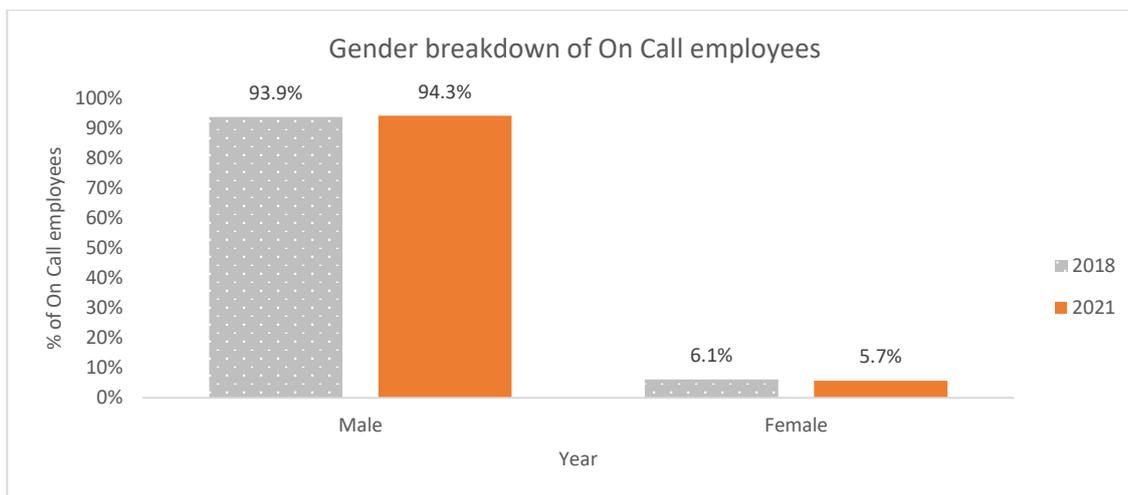
**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

Age breakdown of On Call employees
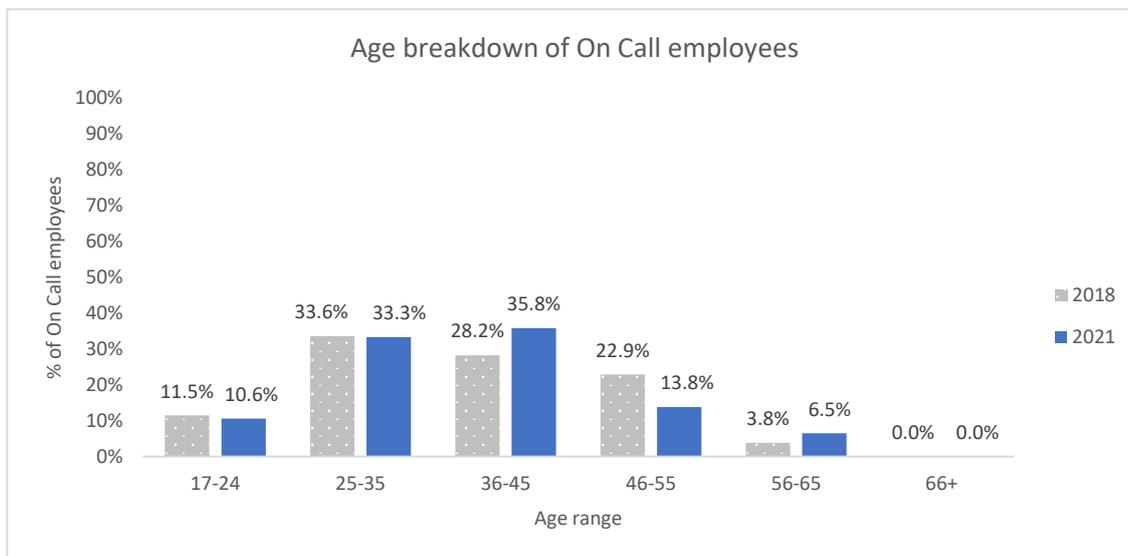
2.2.3 Gender

Similar to the Wholetime group, On Call employees are predominantly male, representing 94.3 per cent of all On Call employees in 2021, an increase of 0.4 per cent since 2018. It is worth noting that On Call diversity is constantly changing due to turnover.

Gender breakdown of On Call employees

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
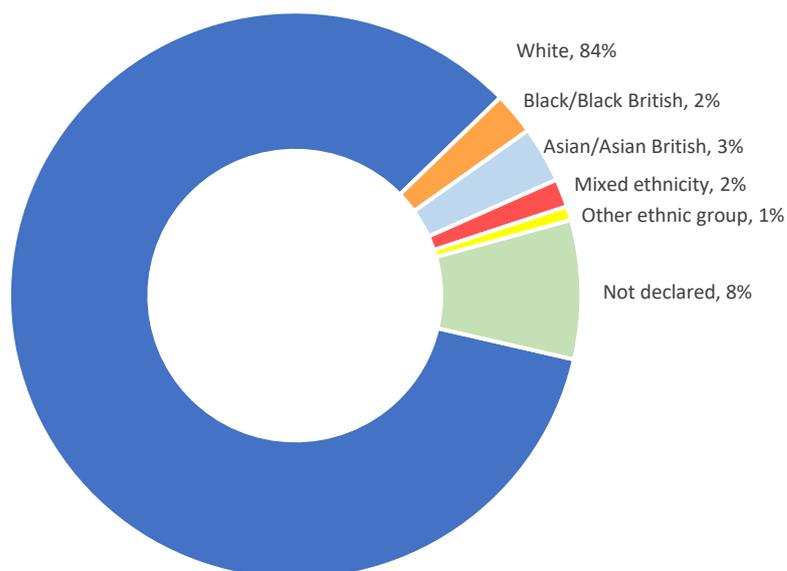Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

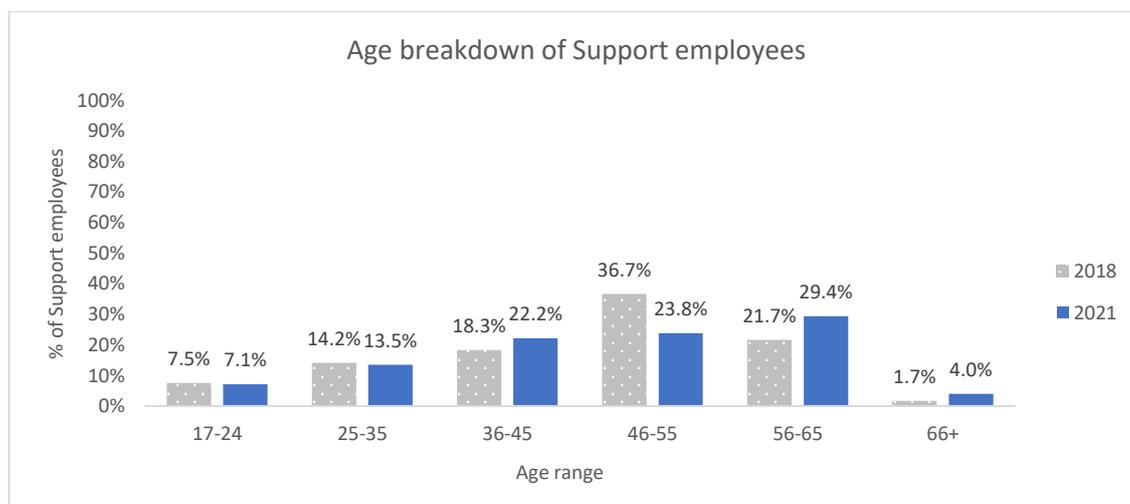## 2.3 Support employees

2.3.1 Ethnicity

In 2021, Support is the most diverse of the core groups with representation in each of the ethnic groupings.

Ethnicity Breakdown of Support Employees

- White, 84%
- Black/Black British, 2%
- Asian/Asian British, 3%
- Mixed ethnicity, 2%
- Other ethnic group, 1%
- Not declared, 8%

2.3.2 Age

Most of the Support employees' range between ages 36 and 65, with the highest number of employees in the 56 to 65 age group, as shown below.

Age breakdown of Support employees

| Age range	2018	2021
17-24	7.5%	7.1%
25-35	14.2%	13.5%
36-45	18.3%	22.2%
46-55	36.7%	23.8%
56-65	21.7%	29.4%
66+	1.7%	4.0%

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Appendix 3

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

2.3.3 Gender

Support is currently the only core group within BFRS containing more females than males, accounting for 57.1 per cent of the group in 2021, a reduction of 1.2 per cent since 2018.
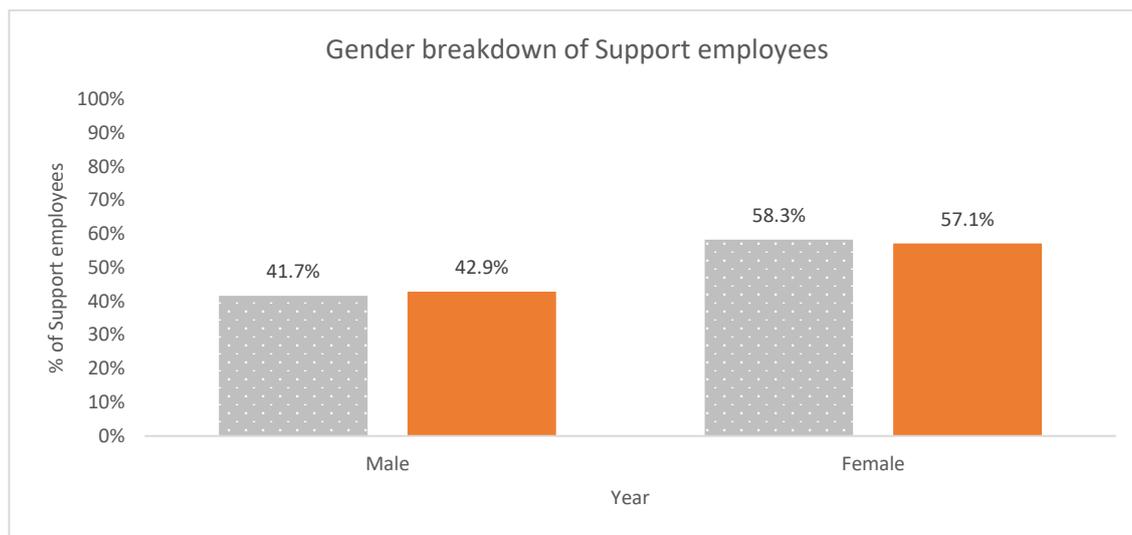
Gender breakdown of Support employees

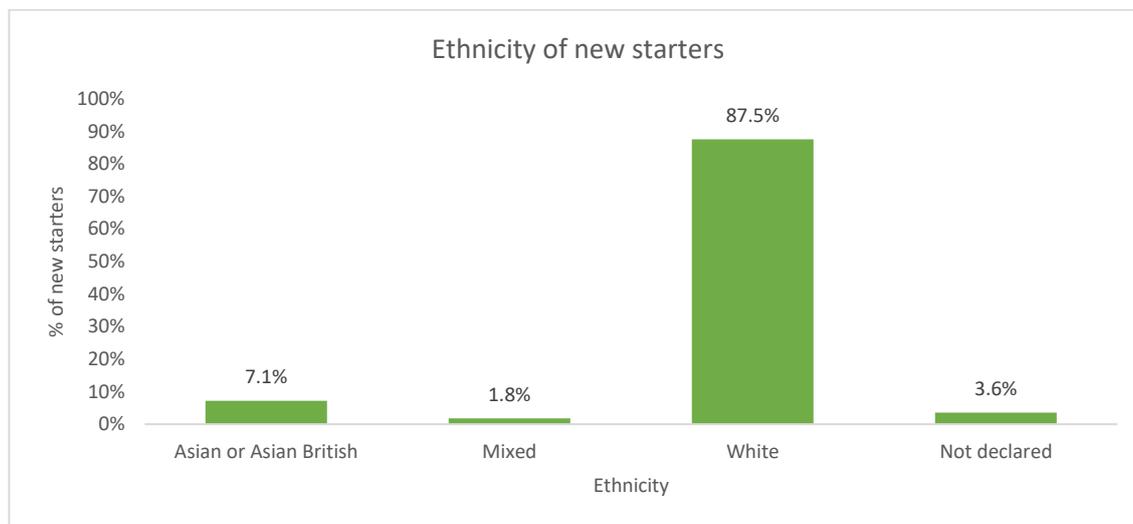Male: 41.7%, 42.9%
Female: 58.3%, 57.1%

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021

Buckinghamshire Fire & Rescue Service
Equality, Diversity & Inclusion Workforce Data

2.4 New starters

The following charts give a breakdown of the diversity of employees new to the organisation in 2020/21.
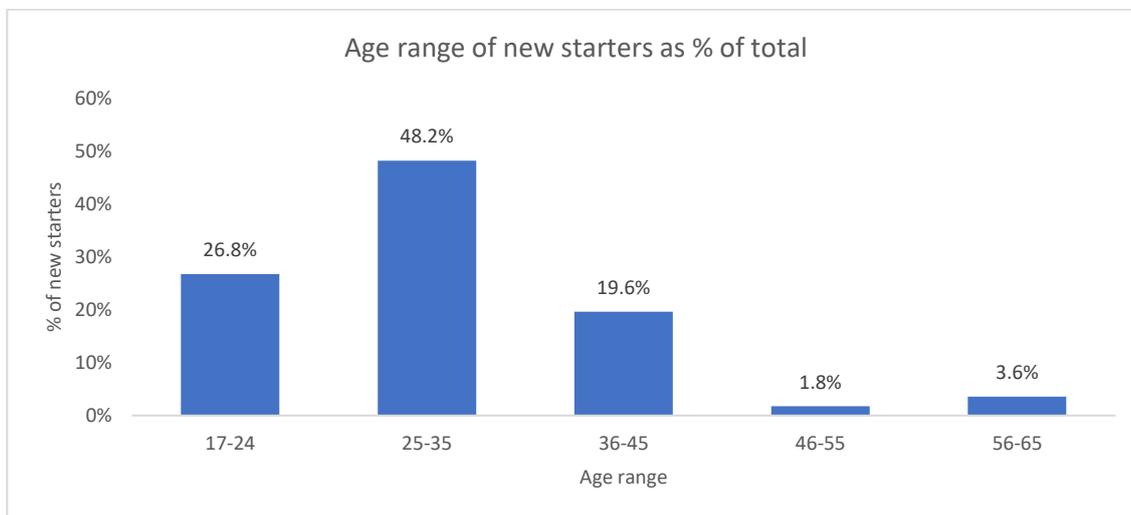
2.4.1 Ethnicity

Ethnicity of new starters

87.5 per cent of new starters in 2020/21 were white. This includes an entire cohort of 19 Firefighter Apprentices.

Buckinghamshire Fire & Rescue Service
# Equality, Diversity & Inclusion Workforce Data

2.4.2 Age

Age range of new starters as % of total

% of new starters

- 17-24: 26.8%
- 25-35: 48.2%
- 36-45: 19.6%
- 46-55: 1.8%
- 56-65: 3.6%

Age range

New starters in the 46 to 65 age range included two former Wholetime employees who re-joined the organisation following retirement. Almost half of new starters were within the 25 to 35 age bracket.

2.4.3 Gender

Gender breakdown of new starters as % of total

% of new starters

- Male: 78.6%
- Female: 21.4%

Gender
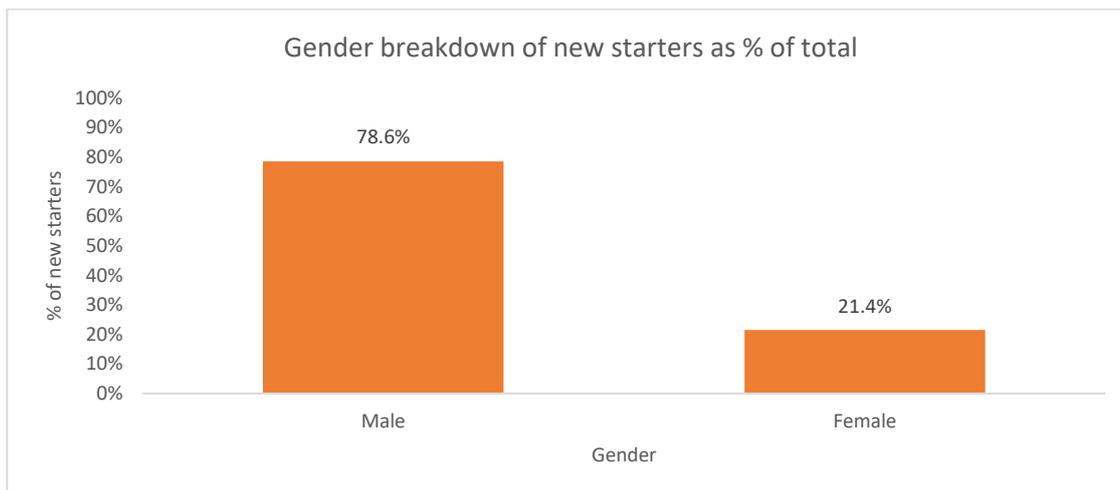
Just over a fifth of new starters in 2020/21 were female.

**Wholetime includes all ranks across BFRS, Apprentice firefighters and secondees
Data Source: iTrent for BFRS employee data; Nomis population data taken from the 2011 Census 15/04/2021