



To: All Members of the Authority



J. Henshaw
LLB (Hons)
Clerk to the Authority

The Protocol and Procedure for visitors attending meetings of Merseyside Fire and Rescue Authority can be found by clicking [here](#) or on the Authority's website: <http://www.merseyfire.gov.uk> - About Us > Fire Authority.

Tel: 0151 296 4000
Extn: 4113 Kelly Kellaway

Your ref:

Our ref HP/NP

Date: 9 October 2019

Dear Sir/Madam,

You are invited to attend a meeting of the **AUTHORITY** to be held at **1.00 pm** on **THURSDAY, 17TH OCTOBER, 2019** in the Liverpool Suite - Fire Service Headquarters at Merseyside Fire and Rescue Service Headquarters, Bridle Road, Bootle.

Yours faithfully,

A handwritten signature in black ink that reads 'K. Kellaway PP.'.

Clerk to the Authority

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MERSEYSIDE FIRE AND RESCUE AUTHORITY

AUTHORITY

17 OCTOBER 2019

AGENDA

1. Preliminary Matters

The Authority is requested to consider the identification of:

- a) declarations of interest by individual Members in relation to any item of business on the Agenda
- b) any additional items of business which the Chair has determined should be considered as matters of urgency; and
- c) items of business which may require the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

2. Minutes of the Previous Meeting (Pages 5 - 14)

The Minutes of the previous meeting of the Authority, held on 3rd July 2019, are submitted for approval as a correct record and for signature by the Chair.

3. Bonfire Strategy 2019 (Pages 15 - 28)

To consider Report CFO/055/19 of the Chief Fire Officer, concerning the 2019 Bonfire Strategy aimed to limit the number of deliberate fires and instances of anti-social behaviour across Merseyside.

4. Equality, Diversity & Inclusion Annual Report April 2018 - March 2019 (Pages 29 - 74)

To consider Report CFO/045/19 of the Chief Fire Officer, concerning the draft Equality, Diversity & Inclusion (ED&I) Annual Report which contains an update on the progress made against the ED&I Action Plan 2017-2020 and our ED&I objectives for 2017-2020. The Equality, Diversity and Inclusion Annual Report 2018/19 is attached to this report at Appendix A.

5. Equality Analysis of Workforce and Employment Data as at 31st March 2019 (Pages 75 - 134)

To consider Report CFO/044/19 of the Chief Fire Officer, concerning a breakdown of the Authority's workforce (people) data produced in order to meet the Equality Act 2010, Public Sector Equality Duties and in order to allow scrutiny of the service in the discharge of the said duty.

6. **Water Rescue PPE** (Pages 135 - 138)

To consider Report CFO/054/19 of the Deputy Chief Fire Officer, concerning the outcome of the tender process for the North West (NW) for Water Rescue Personal Protective Equipment (PPE).

7. **Disposal of West Kirby** (Pages 139 - 160)

To consider Report CFO/053/19 of the Monitoring Officer, concerning the outcome from the marketing exercise regarding the disposal of West Kirby Fire Station.

This report contains EXEMPT information by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

If any Members have queries, comments or require additional information relating to any item on the agenda please contact Committee Services and we will endeavour to provide the information you require for the meeting. Of course this does not affect the right of any Member to raise questions in the meeting itself but it may assist Members in their consideration of an item if additional information is available.

Refreshments

Any Members attending on Authority business straight from work or for long periods of time, and require a sandwich, please contact Democratic Services, prior to your arrival, for arrangements to be made.

MERSEYSIDE FIRE AND RESCUE AUTHORITY

3 JULY 2019

MINUTES

Present: **Cllr Leslie T. Byrom CBE (Chair)** Councillors
Lynne Thompson, Janet Grace, Brian Kenny, James Roberts,
Jean Stapleton, Paul Tweed, Andrew Makinson, Del Arnall,
Bruce Berry, Angela Coleman, Doreen Knight, Linda Maloney
and Emily Spurrell

Also Present:

Apologies of absence were received from: Cllr
Lesley Rennie, Cllr Steff O'Keeffe, Cllr Lisa Preston and Cllr
Barrington

7. CHAIR'S ANNOUNCEMENTS

Prior to the start of the meeting, information regarding general housekeeping was provided by the Chair to all in attendance.

The Chair confirmed to all present that the proceedings of the meeting would be filmed and requested that any members of the public present who objected to being filmed, make themselves known. No members of the public voiced any objection therefore the meeting was declared open and recording commenced.

1. Preliminary Matters

The Authority considered the identification of any declarations of interest, matters of urgency or items that would require the exclusion of the press and public due to the disclosure of exempt information.

Resolved that:

- a) no declarations of interest were made by individual Members in relation to any item of business on the Agenda
- b) no additional items of business were determined by the Chair to be considered as matters of urgency; and
- c) no items of business required the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

2. Minutes of the Previous Meeting

The Minutes of the previous meeting of the Authority, held on 13th June 2019, were approved as a correct record and signed accordingly by the Chair.

3. SERVICE DELIVERY PLAN 2018/19 DEC - MARCH UPDATE

Members considered Report CFO/039/19 of the Chief Fire Officer, concerning scrutiny of performance against the objectives and the performance targets/outcomes as set out in the Service Delivery Plan 2018/19 for the period April 2018 to March 2019.

Members were provided with a presentation in support of this report, by Jackie Sutton – IRMP Officer.

Members were advised that although the report is presenting the recorded performance for the period December 2018 to March 2019, it does in fact provide performance information for the entire financial year, as the figures are cumulative.

They were also informed that a “RAG” system has been introduced for action statuses, with Green indicating that an action is now complete and is business as usual; Amber indicating that the action is in progress; and Red signifying that the action has not yet commenced.

In terms of the Key Performance Indicators (KPI's), Members were advised that performance around some of the KPI's, was impacted by the particularly warm weather experienced during the summer months, which resulted in a peak in incidents.

The presentation highlighted to Members, a number of KPI's that were on target (green), including:

- total number of primary fires.
- number of accidental dwelling fires.
- number of deliberate fires in occupied and unoccupied properties.
- number of deliberate ASB fires attended.
- Total number of false alarms attended.
- Sickness absence.
- Attendance standard.
- Number of injuries occurring in accidental and deliberate dwelling fires.

Members were informed that during 2018/19, there were unfortunately 4 fatalities in accidental dwelling fires, although this is the lowest number recorded. It was also highlighted that each fatality occurred within an area of high deprivation.

The presentation went on to advise of KPI's where performance was within 10% of the target (amber), which are as follows:

- Total number of incidents attended.
- Percentage of 999 calls answered within 10 seconds.
- Total number of fires attended.
- Total number of secondary fires attended.
- Total carbon output of all buildings.

Members were advised that most of these KPI's were affected by the protected hot weather; and resultant increase in incidents and calls.

With regards to total carbon output of all buildings, it was noted that a contributory factor to the performance being over target, is likely to be increase in the water usage at the Training and Development Academy, due to recruit courses.

Members were then informed that the performance target for the following KPI's, was not achieved:

- Total number of emergency calls received.
- Total number of special services attended.
- Number of RTC's.

In relation to total special services, it was explained to Members that some of those incidents we would not want to reduce, for example those that we attend on humanitarian grounds; and others, MFRA are not able to influence, such as assisting other agencies and lift rescues. Therefore, Members were advised that for next year, special services will be recorded for assurance only, with no targets set.

With regards to the number of RTC's attended, Members were advised that these have increased, as have the number of injuries in RTC's. However, they were also informed that there are a large number of RTC's that MFRA do not attend; and when the figures are combined with those of Merseyside Police, there has been an overall reduction in the number of RTC's across Merseyside.

Questions were raised by Members regarding how MFRA's performance compares to other FRA's.

Members were advised that we do benchmark against other Metropolitan FRA's; and nationally. They were informed that in relation to sickness, MFRA are one of the top 5 best performing FRA's in the Country, which is undoubtedly due to the fantastic support provided by Occupational Health and our capability process.

With regards to fire related benchmarks, they were advised that our performance is very good in relation to fire fatalities, however we do have high numbers of accidental dwelling fires, which are related to high levels of

deprivation. Members were advised that the issue around deprivation will be considered at the forthcoming Strategy Day.

It was confirmed to Members that we are a high performing fire and rescue service, which is highlighted by the HMICFRS Inspection Report.

Members were also informed that the increase in incidents and calls during the period, were largely due to the hot weather and spate conditions, which resulted in an extremely busy summer period. They were informed that this position will have been replicated across the Country.

With regards to our attendance times, Members were informed that MFRA have one of the fastest average response times in the Country. They were also informed that as a result of decisions to have only wholetime firefighters, MFRA are able to do more to protect people within the community.

Questions were raised by Members regarding the number of RTC's and the impact of MFRA's work in this area.

Members were advised that Merseyside Police are aware of all RTC's within Merseyside, whereas MFRA are only aware of those that we attend. They were also informed that the incidents we attend, are not necessarily the incidents that MFRA are working directly to prevent. For example, a lot of MFRA's work around reducing RTC's, is focused around educating young, new drivers, as opposed to older drivers. Members were informed that the HMICFRS Inspection did drill down to the young driver group, to identify the impact of MFRA's intervention.

Members Resolved that:

The attached reports be approved for publication on the Website.

4. HMICFRS Inspection Report

Members considered Report CFO/040/19 of the Chief Fire Officer, concerning the content of the Service's inspection report by Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS).

Members were informed that the Inspectors visited MFRA in December to undertake fieldwork, and gather evidence in relation to the three key pillars:

- How effective is the fire and rescue service at keeping people safe from fires and other risk?
- How efficient is the fire and rescue service at keeping people safe from fires and other risks?
- How well does the fire and rescue service look after its people?

Members were advised that the role of the Inspectors is to act as members of the public.

The overall summary of the inspection findings, was read out to Members; and it was specifically highlighted that to date, MFRS is the only FRS in the Country to get a rating of “Outstanding” in two categories; and one of only five FRS’s to receive a “Good” rating across all three pillars.

It was explained to Members that the report is really positive; and something which should be celebrated by everyone involved with MFRS. They were informed that it is the first time MFRS have been inspected by HMI for ten years, with the new inspection regime now being more critical and having more influence, than the Peer Review regime that was in place previously.

Members were also advised that MFRS have been approached by a number of FRS’s, to support them in making improvements; and as the Lead Authority for National Resilience, we should be providing support to others.

It was highlighted to Members that MFRS did receive one rating of “Requires Improvement” against the category – “Ensuring fairness and promoting diversity”. Members were advised that Officers accept that more work is required in this area. However their attention was drawn to the national report for tranche 2 inspections, which shows that for all the FRS’s inspected within tranche 2, MFRS has the highest percentage of female firefighters.

They were also advised that with regards to the percentage of BAME firefighters within MFRS as a proportion of the BAME resident population across Merseyside, MFRS are very close to being reflective of its communities, which compares favourably with the other FRS’s within tranche 2.

However Members were assured that officers will not rest on their laurels and work will continue, including around improving the culture of the organisation moving forward, to ensure that it is conducive to positive relations.

Comments were made by Members with regards to the way in which the workforce figures are presented within the report. It was noted that the firefighter cost per person per year figure for MFRS looks expensive when compared to the national average. However, this will be due to the fact that MFRS do not have any community retained firefighters. It was suggested that cost per incident may be a better indication of value for money; and Members were informed that HMICFRS are still working through the best way to benchmark.

Comments were made by Members regarding the retention of female firefighters; and it was requested that further information be brought back to Members regarding associated policies.

It was suggested that this issue be picked up through scrutiny, with a review around family friendly policies and staff retention, being added onto the Scrutiny Committee Forward Work Plan.

Members wished to place their thanks on record to all staff and everyone involved with MFRS, for the fantastic achievement. It was noted that although there is always room for improvement, the Inspection Report has been particularly heartening.

Members Resolved that:

- a. The HMICFRS inspection report (Appendix 1), national tranche 2 report and comparisons with other fire and rescue services (Appendices 2 and 3), be noted.
- b. The findings of the inspection report and the areas of strength identified, be noted.
- c. The steps being taken to address any areas for improvement including the intention to create an action plan (Appendix 4), be noted.
- d. The Chief Fire Officer's proposals to acknowledge the positive outcomes of the inspection, be noted.
- e. A review around family friendly policies and staff retention, be added to the Scrutiny Committees Forward Work Plan.

5. IRMP supplement 2019/21 post-consultation report

Members considered Report CFO/038/19 of the Chief Fire Officer, concerning the outcomes of public consultation on the Integrated Risk Management Plan (IRMP) Supplement 2019/21; and to seek approval for the publication of the final, post –consultation version.

Members were informed that this report demonstrates that MFRA have already taken on board the learning from the HMICFRS Inspection and are looking to apply that learning to make improvements.

Members were provided with an overview of the consultation process and the key findings from that consultation, including the fact that over 97% of consultees preferred the alternative IRMP proposals to those within the original 2017-20 IRMP proposals.

The main proposals were outlined to Members, which include:

- Increasing the number of available fire appliances from 26 to 30. (27 immediately available during the day with a further 3 available on a 30 minute recall; and 21 immediately available during the night with a further 9 available on a 30 minute recall).
- Increase the number of firefighters from 620 to 642 (plus 20 in training)
- Maintain night time cover at Liverpool City and Wallasey Community Fire Stations, based on the introduction of a Hybrid Model.
- Establish a ridership of 5 personnel at our 10 key stations.

- Increase the Protection establishment by 5 Protection Officers; and the introduction of a Fire Engineer Role.

Members were advised that if these proposals are approved, it will be the first time since 2006 that firefighter numbers have increased. They were also informed that no other FRS in the Country is looking to increase their firefighter and appliance numbers, at this time; and the proposals combined will ensure that MFRS are providing a better service to the public.

Members welcomed the proposals, but in terms of finance, sought assurance that if approved, MFRA would not experience issues in the future.

Members were advised that the financial implications were discussed at the Budget Strategy Day in February; and would be discussed further at the forthcoming Strategy Day. They were assured that there are no proposals which cannot be sustained.

Members were advised that MFRA have high levels of debt and high levels of reserves. Therefore, it is proposed to utilise underspend and some reserves, in order to pay off some debt and release additional revenue, which will make the proposals sustainable. They were advised that this situation provides a real opportunity to invest in MFRS; and should we be faced with further austerity or issues in the future, we would only be in the same position as other FRS's.

Members were also advised that the proposals around increasing the number of available appliances to 30, is based on the number of appliances often required at large incidents being around 20, plus the requirement to ensure that during such incidents, the 10 key stations can remain covered. This will ensure that MFRS is more resilient in the future.

Members were informed that a number of emergent risks are also addressed within the proposals.

The Chief Fire Officer confirmed that he was thrilled to be able to present these proposals to Members, as a means of re-investing in MFRS.

Further re-assurance around the financial sustainability of the proposals, was provided to Members by the Treasurer; and Members were advised that if our plans and assumptions proved to be over-optimistic, as a worst case scenario, we would simply stop recruitment for a period of time.

Further questions were raised by Members in relation to whether all community fire stations would remain Safe Haven's. It was confirmed to Members that they would, along with being reporting centres for Hate Crime and providing defibrillators for community use.

Members wholeheartedly commended the proposals; and thanked officers for their vision in identifying proposals which will meet the Authority's objective of keeping Merseyside as safe as possible.

Members Resolved that:

- a. The responses to consultation, be noted as having been adequately considered by officers and reflected within the IRMP supplement 2019/21 (Appendix 1), where appropriate.
- b. Areas of the IRMP supplement, be noted as having a direct impact upon staff. In line with all staffing matters the IRMP supplement has been the subject of additional staff consultation/negotiation.
- c. The proposals within this IRMP supplement, be noted as having been subject to extensive public consultation. The outcomes of these consultations have been attached as appendices to this report.
- d. The IRMP supplement for 2019/21 and its implementation - which will provide increased resources to the communities of Merseyside for the first time in many years, be approved.
- e. The IRMP supplement 2019/21, be approved for publication in a designed format.

6. Scrutiny Committee Forward Work Plan

Members considered Report CFO/041/19 of the Monitoring Officer, concerning the DRAFT Forward Work Plan for the Authority's Scrutiny Committee; and the involvement of partners/ key stakeholders in some scrutiny reviews.

Members were provided with an overview of the report, which highlighted a recent change of approach to scrutiny.

Members were advised that training that had been provided to Members and Officers, around effective scrutiny and the different types of scrutiny review that could be utilised.

It was explained to Members that the Scrutiny Committee have received presentations from different Departments, which identified a number of areas for scrutiny. Members were advised that several "Rapid Reviews" have been conducted throughout the year; and other areas identified for scrutiny, have been collated into a draft Forward Work Plan for the coming year.

Members were informed that in order to enable an effective flow of business throughout the year; and to enable all topics to be covered, it is proposed to revert back to having generic Scrutiny meetings for 2019/20, rather than the topic specific meetings that took place during 2018/19.

Members requested that a topic around deprivation be added to the Forward Work Plan; and it was suggested that this issue be captured within the review into the impact of our Prevention activities.

It was also noted, further to discussions in relation to Agenda Item 4, that a review around family friendly policies and staff retention, be added into the Forward Work Plan.

It was also highlighted to Members that the Terms of Reference for all Committees, includes the provision to refer items for scrutiny.

Members Resolved that:

- a. The DRAFT FwP for the Authority's Scrutiny Committee (attached at Appendix A), be approved.
- b. The reversion to generic Scrutiny Committee meetings, rather than remit focused meetings, be approved.
- c. The involvement of partners/ key stakeholders in some scrutiny reviews (as indicated on the DRAFT FwP), to provide assurance regarding the effectiveness of joint working arrangements, be approved.
- d. The review contained within the DRAFT FwP, around the "Impact of Prevention Activity", be expanded to incorporate issues around deprivation.
- e. A review around family friendly policies and staff retention, be added onto the FwP.

Close

Date of next meeting Thursday, 17 October 2019

Signed: _____

Date: _____

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MERSEYSIDE FIRE & RESCUE AUTHORITY			
MEETING OF THE:	AUTHORITY		
DATE:	17TH 10 OCTOBER 2019	REPORT NO:	CFO/055/19
PRESENTING OFFICER	CHIEF FIRE OFFICER		
RESPONSIBLE OFFICER:	AM GUY KEEN TEL: 4615	REPORT AUTHOR:	GM BEN RYDER, SM WOODWARD & MIKE BURATTI
OFFICERS CONSULTED:	SM LAUREN WOODWARD, COMMUNITY SAFETY COORDINATOR MIKE BURATTI, INCIDENT INVESTIGATION TEAM, ARSON TEAM, PROTECTION (FIREWORKS)		
TITLE OF REPORT:	BONFIRE STRATEGY 2019		

APPENDICES:	APPENDIX A: APPENDIX B:	INFOGRAPHICS – BONFIRE 2019 2018 STATISTICS
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Purpose of Report

1. To inform Members of the key elements within the 2019 Bonfire Strategy aimed to limit the number of deliberate fires and instances of anti-social behaviour across Merseyside.

Recommendation

That Members note the contents of the report for the Halloween and Bonfire Period 2019.

Introduction and Background

2. Merseyside Fire & Rescue Authority has in previous years delivered a highly successful Bonfire Strategy to reduce the impact of the seasonal rise in incidents of fire and ASB related activities. The local planning has been devolved to each District Arson Officer. Central co-ordination of partners, resources and control is facilitated by the Community Safety Coordinator for the Arson Team and also the Community Safety Station Manager to ensure local plans contribute and compliment the pan- Merseyside multi agency approach.
3. It is recognised that current financial challenges will impact on some of the services our partners have contributed in the past and Officers will endeavour to ensure contingencies and alternative resources are put in place to address any areas of risk.

4. Merseyside Fire and Rescue Service recognise that a significant increase in calls for service is received over the Halloween and Bonfire period, particularly deliberate secondary fires and misuse of fireworks. This is directly linked to the increase in anti-social behaviour and the sale of fireworks over the period. In order to limit the demand, an extensive plan over the period has been formulated to reduce the calls for service, numbers of fires and instances of anti-social behaviour which adversely affect the Communities of Merseyside.
5. Bonfire 2019 has been divided into three phases,
 - a. Planning Phase
 - b. Implementation Phase
 - c. Post period data capture and debrief phase

Planning Phase

6. Planning has taken place with partner agencies since June 2019 at both Service level and District level. A de-brief was held post the 2018 bonfire period and feedback from that de-brief has been used to inform the 2019 strategy.
7. An internal Bonfire Briefing will take place for MFRA staff on Friday 4th October 2019.
8. Operation Banger - This is the Police led operation which co-ordinates Police activity over the Halloween and Bonfire period. This includes monthly Silver meetings with Merseyside Police at the Joint Control Centre, Bridle Road. These monthly meetings involve all Police Commanders responsible for implementation of Operation Banger and representatives from MFRA.
9. School Presentations – As part of a Service wide education delivery strategy to key Senior Schools and Junior Schools pan Merseyside, Bonfire DVD packages will be delivered by MFRA Arson Officers, Merseyside Police, embedded School Police Officers and Operational Crews. Each Fire Station will deliver 4 school presentations in schools in high demand wards identified by Arson Officers based on local knowledge and secondary fire data.
10. In order to ensure all relevant information is available to all staff, the Portal has been utilised as a central repository for all relevant information appertaining to the Bonfire Period.
11. Surplus 2018 Bonfire leaflets will be utilised and distributed across the Service area that promote safety advice and contact details for MFRA, Merseyside Police, Crimestoppers, PCC and Stop Hate UK.
12. Firework Retailer inspections will continue across Merseyside. With over 200 retailers applying for, or holding licences to store in order to sell fireworks, an ongoing inspection regime has been undertaken by Community Protection Team Inspectors. They will visit premises to ensure suitable and sufficient actions have

been undertaken by the retailers to comply with safe storage and guidance given on the selling of fireworks.

13. The Liverpool Street Intervention Team will be working every evening from Monday 21st October until Wednesday 6th November. The Sefton and Knowsley Street Intervention Teams will be working 1st, 2nd, 4th and 5th November. The objective being to reduce Anti-Social Behaviour issues and promote key safety messages in the run up to Bonfire night.
14. It is proposed by Corporate Communications that the new MFRA Website will be live by mid-October in time for the bonfire period. The website will contain key safety messages in relation to the bonfires and fireworks.

Implementation Phase

15. Key Dates have been established in agreement with Merseyside Police so that Wednesday 30th October, Thursday 31st October and Tuesday 5th November will have increased resources available as part of Operation Banger to promote community engagement activities. This will be co-ordinated through a dedicated Tactical Coordination Group (TCG) based at JCC, Bridle Road.
16. Districts have been requested to produce their own plans for local prevention and response to the Bonfire Period. Each plan is tailored to local issues based on historical data of previous years and emerging issues. The dynamic plans will evolve based upon data received over the Bonfire period and captured in the Bonfire Briefings. Ownership of District plans falls with the Arson Officers supported by the Arson Management Team and IIT Station Managers.
17. During the permitted firework selling dates of 15th October and 10th November 2019, onsite inspections and risk assessments will be carried out at selected retailers who have applied for a storage licence to verify that the fireworks are being stored and sold correctly. Any illegal firework sales will be dealt with by the Community Protection Team and appropriate action taken. This will range from advice given, up to and including the seizure of articles. IIT will respond to all firework incidents involving damage to property or injuries to persons.
18. Monthly Arson Awareness Campaigns which started in 2017 and have proven to be extremely successful will continue over the bonfire period in each district.
19. All MFRA stations have explosive mitigation boxes which are available if the public hand in unwanted fireworks or marine flares into fire stations. Police Stations also have a number of mitigation stores for their own use. Locations of Police facilities are as follows: St. Anne's Street, Admiral Street, Birkenhead, Speke, Marsh Lane, Lower Lane, Southport, Kirkby, Walton Lane & St Helens. Any Fireworks deposited at Fire Stations will be collected by an IIT Officer and will then be brought to ultimate storage at MFRA Headquarters storage facility.
20. [Community Risk Management \(CRM\)](#) Routes will be circulated to Operational crews. These routes have been identified through collaborative work with Merseyside Police. They have identified areas of high Fire Service and Policing

demand through the Bonfire Periods from historical data. MFRA crews will focus on these areas for Community based work throughout the bonfire period. A campaign code of 517 has been set for all HFSC activity carried out within those areas. This will complement the Policing strategy, Micro-beats, for Operation Banger 2018. This will lead to an increased visible presence of both services in high demand areas to offer heightened community reassurance.

21. The [Potential Arson Threat Scheme \(PATS\)](#) will be used to deal with buildings that are identified as being at risk of arson. This scheme will identify and reduce the threat of potential arson through partnership working. MFRA will gather information from local authorities on planning application refusals, licence premises closures, licence revocations and rating reductions due to vacant premises. MFRA will send letters to those identified warning of the potential arson threat and outlining penalties for arson related crime. This will also allow firefighters to keep an eye on specific buildings within the area.
22. From Monday 21st October 2019 until Wednesday 6th November 2019, MFRA will have the use of 5 tipper trucks pan - Merseyside and will have designated crews made up of Home Safety Advocates and volunteers in order to remove build-up of bonfire material in order to prevent the material being used as fuel for a fire. A bid for funding has been submitted to Liverpool City Safe Board to support the tipper truck provision for Liverpool. Wirral, Sefton and Knowsley has successfully sourced tipper trucks free of charge.
23. Fire Service Direct will take receipt of reports of bonfire debris placed on the streets or storage of bonfire materials in void properties. This information will then be passed to the relevant District Arson Officers for action as per the District plan. Any caller who reports unlit debris to Fire Control will be asked to contact Fire Service Direct to report the issue. Members of the public will also be encouraged to report bonfire debris via our social media outlets.
24. A joint agency Tactical Co-Ordination Group (TCG) will be established on the Operation Banger key nights (30th, 31st Oct, and 5th Nov) at JCC. This will be active from 4pm until midnight. This will be staffed by an MFRA Group Manager.
25. An Operational Support Room (OSR) will be established within Fire Control on seven nights over the bonfire period staffed by the Arson Team Community Safety Coordinator and a Station Manager. These will be on the three Operation Banger Key Nights (30th, 31st Oct, and 5th Nov) with the addition of Friday 1st, Saturday 2nd, Sunday 3rd and Wednesday 6th November. The aim is to assist all staff that are not riding fire appliances who are deployed across Merseyside. This facility complements Fire Control operations, allowing staff to concentrate on the increase in emergency calls for service via the 999 system. This facility will include the monitoring of the Arson Officers, Home Safety Advocates, Street Intervention Teams and Youth Engagement Staff.
26. The Arson Team will be on duty 1700-2300 hours over seven evening across the bonfire period. On the three Operation Banger Key Nights (30th, 31st Oct, and 5th Nov) with the addition of Friday 1st, Saturday 2nd, Sunday 3rd and Wednesday 6th November. Arson Officers will be out in each district

accompanied by Home Safety Advocates and Youth Engagement staff and will attend any target hardening visits at the request of the Police, Fire Control, IIT or any other agency on the evening. The Arson Officers will also be sent to and will patrol high demand areas to engage with young people and members of the public in a bid to prevent incidents occurring and reassuring members of the public who may feel vulnerable at this time of year due to increased ASB activity. Arson Officers will be mobilised by and will report to the OSR.

27. Merseyside Police Officers will be issued with guidance cards with bonfire risk assessment information in and information relating to our tolerant approach to prevent large numbers of calls from Police Officers reporting bonfires.
28. Community Engagement diversionary activities are to be organised at a District level. This includes Local Authority firework displays, community event bonfires, climbing wall activities, community centre activities and numerous smaller public events.
29. Corporate Communications have been meeting with Police partners to ensure key messages are rolled out across the Service over the period and have produced a Bonfire Comms Strategy including a suite of infographics (contained in Appendix 1). A campaign of media press releases will promote the key messages at key times over the period. A suite of Infographics has also been created for use on social media. A bid for funding has been submitted to Liverpool City Safe Board to fund Facebook and Twitter advertising. This will enable the MFRA Corporate Communications Team to geographically target our key safety messages via social media to high demand areas and to social media users who do not currently follow MFRA social media outlets. Last year's social media campaign reached over 650,000 people on Facebook, Twitter and Instagram. Members of the public will also be encouraged to report bonfire debris via our social media outlets which will be monitored by the Corporate Communications Team and then referred onto the Arson Team.
30. The deployment of the Trojan fire appliance has been reviewed. This year, it has been decided that the Trojan fire appliance will proactively deploy on Friday 1st and Saturday 2nd November 2019. This decision has been fully supported by Merseyside Police who will provide Police Officers on the two evenings. Throughout the remainder of the bonfire period, the Trojan will be made available at SHQ if required to be deployed. Deployment will be facilitated in co-operation with Merseyside Police who will supply two Police Officers to ride the vehicle along with an MFRA OIC and driver. It will be deployed to known hotspot areas for a specific duration. The deployment of the Trojan Fire Appliance will be via the OSR. The Trojan Fire Appliance will be further supported by a Police carrier van and an unmarked Police vehicle. This would commence at the next predicted time of activity which historically is usually early evening. MFRA would consult with appropriate staff to verify for the need to apply for RIPA approval for the Trojan Appliance if it is to be targeting a designated area at a designated time frame. Approval through RIPA submission will be considered. The Arson Reduction Manager will be responsible for submission of the RIPA to the appropriate SPOC for approval and then authorised by a designated officer.

31. Due to the potential increase in demand for response by the Incident Investigation Team (IIT), a further officer will be available on the seven key dates from 16:00 to 00.00 who will be utilised for firework incidents or fire investigations.
32. An Internal Briefing for staff involved in this year's bonfire period will be held on Friday 4th October 1000-1100 in the Wirral Suite, SHQ.

Debrief Phase

33. A post Bonfire night sweep will take place on the morning of Wednesday 6th November 2019. This will involve fire crews patrolling their station areas in order to extinguish smouldering bonfires in known fire locations. Appliances will remain available for redeployment by Fire Control and will replenish water supplies prior to the supply falling below an unacceptable level for redirection. This will facilitate tipper trucks to remove bonfire remains before the youths return home from school.
34. The final figures for the bonfire recording period of 19th October to 7th November inclusive will be published with a week after the final recording date.
35. A full debrief document will be circulated to all partners after the bonfire period has finished.
36. An internal de-brief will take place on post bonfire night at SHQ.
37. All 2019 District Bonfire Plans, can be viewed via the following [link](#).

Equality and Diversity Implications

38. EIA completed and available on the E&D page of the portal

Staff Implications

39. Staff will be required to support Trojan if required. This will be an OIC and a driver.
40. Arson Officers will be working into the evening on the 7 key nights supported by Home Safety Advocates and Youth Engagement Staff. There will be 1 Arson Officer in each district per night plus 1 Advocate from Home Safety or Youth Engagement making up teams of 2.
41. The Liverpool, Knowsley and Sefton Street Intervention Teams will be working additional nights (as outlined above) and will require a minimum of 2 per team in order to deploy.
42. The OSR will be staffed from 4pm until midnight on the 7 key nights by the Arson Teams Community Safety Coordinator and a Station Manager.

43. Additional cover for the Incident Investigation Team has been agreed with the team members to ensure suitable cover is provided during the anticipated periods of peak activity. An additional IIT officer will be available at times of high demand on the key nights.

Legal Implications

44. School presentations have previously been viewed by the Legal team to verify that the content is acceptable. Recommendations to include a warning and to show content to responsible persons for youth groups prior to presenting to schools have been implemented within the package.
45. Regulatory Investigatory Powers Act (RIPA) training has previously been given to key staff prior to the bonfire period.
46. All Arson Officers staff are trained in Safeguarding and reporting processes are established.
47. All staff during the tipper tucks have received a driver validation by the Driving School and all staff on the tipper trucks are manual handling trained.
48. Community Protection Officers will be available to visit retailers storing fireworks for sale to ensure compliance with legislation.

Financial Implications & Value for Money

49. All additional costs for delivering the bonfire plan will be met from existing budget and supported by external partners.
50. A bid for £3500 of funding has been submitted to Liverpool City Safe Board to fund Facebook and Twitter advertising, a tipper truck and some staff costs.

Risk Management, Health & Safety, and Environmental Implications

51. In considering the risk management implications for staff operating within Merseyside during key nights, a decision was made to operate the Operational Support Room. This will allow for a robust monitoring and management of staff across Merseyside who are not riding fire appliances
52. In order to reduce risk of attacks to Firefighters and Fire Appliances a Trojan fire appliance will be ready from 15th October and can be dynamically deployed if required to hotspot areas of attacks against crews or appliances. This will be supported by Merseyside Police.

53. In order to reduce the impact of fly tipping, firecalls and smoke on the environment tipper trucks will be operating pre bonfire to remove hazardous waste or combustible materials.
54. A post bonfire sweep of smouldering bonfires will be undertaken on the morning of 6th November in order to extinguish fires and to prevent re-ignition. This will reduce firecalls, smoke and allow for quicker removal by cleansing teams.

Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

55. The delivery of the Bonfire plan aims to limit and reduce the threat of the number of Anti-Social Behaviour incidents and deliberate fires across Merseyside.
56. It also promotes key safety messages to allow the public to have a safe Halloween and bonfire period free from harm and injury.
57. Its aim is to reduce the risk of attacks on firefighters through education and engagement.
58. The plan will prepare for the anticipated increase in calls for service by working with partners and key stakeholders; prevent crime and fires which will impact on MFRA response to incidents; protect the most vulnerable who may be victims of fire or firework incidents plus educating young persons; and pursue those who attack firefighters or staff of MFRA.

BACKGROUND PAPERS

Nil

GLOSSARY OF TERMS

DPM -	District Prevention Managers
FIRST -	Firework Incident Research & Safety Team
IIT -	Incident Investigation Team
JCC -	Joint Control Centre (Bridle Road)
MFRA -	Merseyside Fire and Rescue Authority
MFRA -	Merseyside Fire and Rescue Service
OIC -	Officer in Charge
OSR -	Operational Support Room
RIPA -	Regulatory Investigative Powers Act


S&P - Strategy and Performance

SHQ - Service Headquarters

SPOC - Single Point of Contact

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REMEMBER, REMEMBER...
STAY SAFE THIS OCTOBER AND NOVEMBER


www.merseyfire.gov.uk

NEVER GIVE ANYONE COMBUSTIBLE MATERIALS.

REMEMBER: You should only buy fireworks from retailers who are registered with Merseyside Fire & Rescue Service.

MFRS attended 100 bonfire related incidents last bonfire period.

REMEMBER: If a fire engine is called out to a deliberate bonfire, wheelie bin fire or rubbish fire, this may delay our response to other emergencies.

BONFIRES are only allowed on private land with the owner's permission and **MUST** be supervised by an adult at **ALL TIMES**.

TOP TIP Keep water handy and ensure the fire is completely out before leaving.

PETS can be frightened by fireworks and should be kept indoors if possible to avoid unnecessary distress.

GET ORGANISED: Check your local authority's website for details of organised displays in your area.

FOLLOW THE FIREWORK CODE

We recommend attending an organised display but if you must have fireworks at home, please follow this safety advice.

DOs 

- Only buy fireworks from retailers registered with MFRS
- Keep fireworks in a closed box
- Follow the instructions on each firework
- Light them at arm's length, using a taper
- Stand well back
- Always supervise children around fireworks
- Light sparklers one at a time and wear gloves
- Keep pets indoors

DON'Ts 

- Don't drink alcohol if setting off fireworks
- Never go near a firework that has been lit. Even if it hasn't gone off, it could still explode
- Never put fireworks in your pocket or throw them
- Never give sparklers to a child under five
- Don't let fireworks off after 11pm

IN AN EMERGENCY, YOU SHOULD ALWAYS DIAL 999


www.merseyfire.gov.uk

HOW TO PREVENT COMMON FIRES



Most fires in the home start accidentally and the effects can be devastating. The simple safety information in this leaflet is designed to keep you a lot safer.

SMOKE ALARMS – THEY ARE LIFESAVERS

Smoke alarms can be lifesavers, if they are working, in fact you are seven times more likely to die in a fire in the home if you don't have working smoke alarms.

HAVE at least one working alarm on each level of your home.

TEST them regularly in accordance with manufacturer's guidelines – press to test. ASK someone to help if you are unable to test your alarm.

DON'T IGNORE A SOUNDING SMOKE ALARM – EVEN IF IT'S NOT YOURS, A NEIGHBOUR COULD BE RELYING ON YOU AND YOU COULD SAVE THEIR LIFE – CALL 999 AND ASK FOR THE FIRE AND RESCUE SERVICE.

SMOKING – CAN BE DEADLY

If you or somebody in your home smokes you need to take extra care to ensure you stay safe.

NEVER smoke in bed. You could easily fall asleep while your cigarette is still burning and cause a major fire.

USE a proper heavy ashtray that cannot be tipped over easily.

DON'T empty your ashtray straight into a bin as the embers and ash could still be hot and cause a fire.

KEEP matches and lighters away from children.

DON'T leave e-cigarettes charging overnight.

ALWAYS follow the manufacturer's guidelines.

HEATING APPLIANCES – STAY WARM, STAY SAFE

Using unsafe heating methods can often lead to a fire starting in your property.

KEEP heaters away from curtains and furniture and other materials that may ignite.

NEVER dry clothes over a heater or open fire.

ALWAYS use fireguards with open fires and ensure you have your chimney swept regularly.

DON'T move the heater while it is turned on.

KITCHENS – CAN BE DANGEROUS PLACES

More than half of all house fires start in the kitchen. You can prevent this by following the safety tips below.

NEVER leave your cooking unattended. If you need to leave the kitchen for any reason, turn off the heat until you go back into the kitchen. And don't forget to double check you have turned off the hob and the cooker once you have finished cooking.

KEEP loose clothing and tea towels away from flames. They can catch fire quickly and cause nasty injuries or even worse.

AVOID cooking when you are tired/drowsy or have been drinking alcohol.

CLEAN your oven and grill regularly. A build-up of fat or grease can easily ignite and cause a fire.

AVOID using chip pans. Electric deep fat fryers are much safer. NEVER put water on a chip pan or oil fire.

ELECTRICAL APPLIANCES – A POTENTIAL FIRE HAZARD

More than 28,000 house fires are reported each year as being caused by electrical faults, accidents or misuse.

DON'T overload plug sockets as too many items draw power from the one socket and can overheat – one plug, one socket.

CHECK cables to make sure they are not frayed or damaged and look for any scorch marks around sockets or plugs.

DISCARD any worn or faulty items or appliances. If in doubt get them checked by a qualified electrician.

TURN OFF electrical items overnight that are not designed to be left on.

AVOID charging items such as laptops and mobile phones overnight.

NEVER use appliances through the night – or when people are sleeping – such as tumble dryers. Electric blankets should only be used to warm the bed and not left on whilst sleeping.

CANDLES – DON'T LET THEM GO UP IN SMOKE

A few candles can create a nice warm glow in your home, but remember you are bringing fire into the home, so they need to be treated carefully.

ALWAYS use a suitable holder on a heat-resistant surface when using candles or tealights.

KEEP clothes and hair away from a naked flame as they can easily ignite.

NEVER move lit candles or place them near to curtains or other items that may blow in the wind and ignite.

MAKE sure children and pets cannot get close to candles and knock them over.

DON'T leave them burning overnight or if you leave the room ensure they are put out fully.

BEDTIME ROUTINE – SLEEP SAFELY

Fires that break out while you are asleep can be even more dangerous. The best way to stay safe is to introduce a night time routine that everyone in your home is familiar with.

CLOSE all doors to stop the fire and smoke spreading from room to room.

KEEP keys close by on your escape route and a phone to call for help should there be an emergency.

TURN OFF all electrical devices that you can and don't leave items charging overnight.

MAKE SURE all escape routes are clear of items that may stop you getting out the property safely.

WHEELIE BINS – DON'T MAKE THEM A TARGET

Wheelie bins can be a fire hazard, not only from carelessly discarded items, such as smoking materials, but they are also a very real target for arsonists.

DON'T store your wheelie bin by windows or doors as any fire in the bin could easily spread to your property.

PREVENT your bin by becoming a target – store it away – especially at night.

Anyone can request or make a referral for a Home Fire Safety check, including for friends, relatives and neighbours.

To help us protect you and your home and to keep your family safer from fire, act now and request a Home Fire Safety Check.

**CALL FREE ON
0800 731 5958**
(quoting reference 130)*

Further information is also available at
www.merseysfire.gov.uk
www.firekills.gov.uk

*Calls from non-BT phone lines may be charged, check with your service provider for charges.

FOLLOW THE FIREWORK CODE

We recommend attended an organised display but if you must have fireworks at home, please follow this safety advice.

DOs

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- Follow the instructions on each firework
- Light them at arm's length, using a taper
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- Never put fireworks in your pocket or throw them
- Never give sparklers to a child under five
- Don't let fireworks off after 11pm



WHEELIE BIN? TAKE IT IN!

STOP YOUR BINS BEING SET ON FIRE

DID YOU KNOW?
Wheelie bins can become easy targets over the bonfire period. Keep your bins safe, secure and, if possible, away from windows, doors and fences.
Only put your bin out on collection day and bring it back in IMMEDIATELY.

twitter.com/merseysfire facebook.com/merseysfire

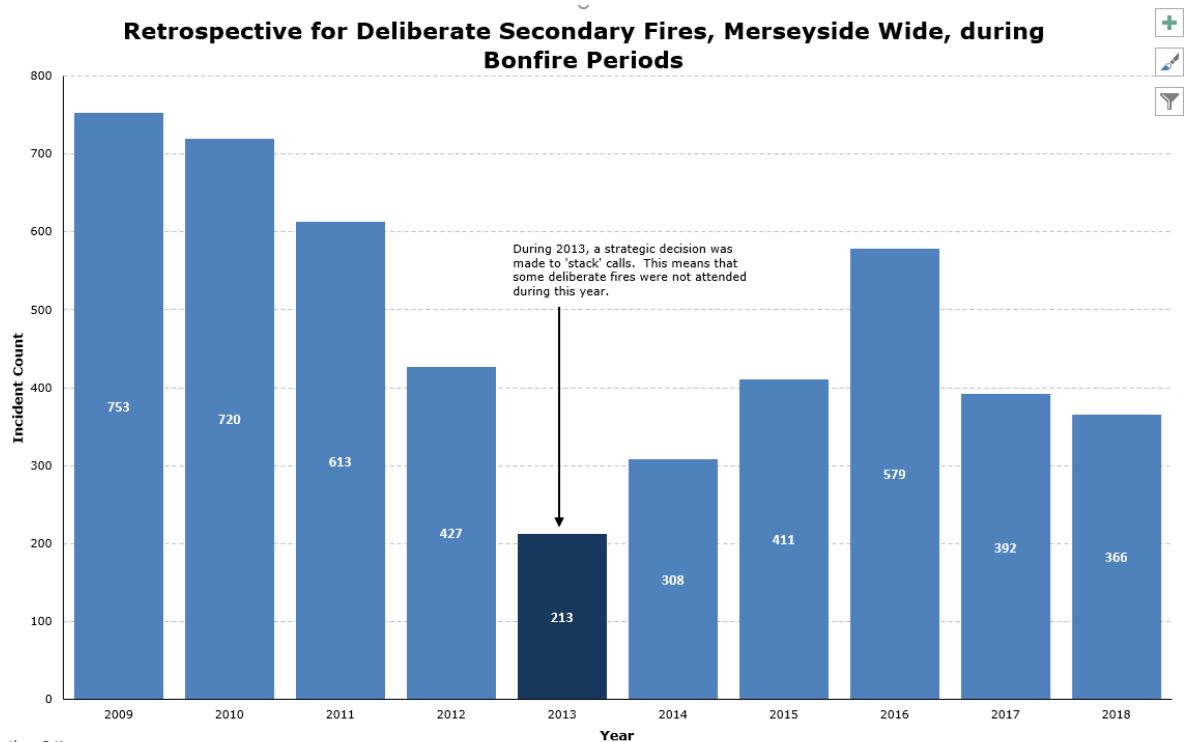
**FOR FURTHER FREE FIRE SAFETY ADVICE,
PLEASE CALL 0800 731 5958. 999**
IN AN EMERGENCY, YOU SHOULD ALWAYS DIAL 999



2018 Statistics

Table 1: Breakdown of incident types attended during 2017 and 2018 bonfire period

Incident Type	2017	2018	Difference	% Difference
04 01 Derelict Building	2	12	10	500.0%
04 02 Grassland	20	25	5	25.0%
04 03 Intentional Burning / Bonfire	105	100	-5	-4.8%
04 04 Outdoor Structure	10	12	2	20.0%
04 05 Refuse Fire	255	217	-38	-14.9%
04 06 Derelict Vehicle	0	0	0	#DIV/0!
Grand Total	392	366	-26	-6.6%



Author: R Hanson
Date: November 2018
Strategy & Performance

BONFIRE PERIOD 2018 MERSEYSIDE



6.6%
REDUCTION
IN ASB FIRES



9 VIOLENCE
AT WORK
INCIDENTS



7



**FIREWORK
INCIDENTS**



73

**TARGET HARDENING
VISITS COMPLETED
BY THE ARSON TEAM**

51.16
TONNES

**OF BONFIRE
MATERIAL
REMOVED**

BONFIRE PERIOD 2018 SOCIAL MEDIA



PAID FOR CAMPAIGN
RAN: OCTOBER 22ND
- NOVEMBER 7TH



43K
PEOPLE

VIEWED
OUR VAW
VIDEO ON
FACEBOOK
WHEN IT WAS POSTED ON 19TH OCTOBER



675,844
TOTAL REACH ON FACEBOOK



419,058
TOTAL IMPRESSIONS ON TWITTER



OUR PAID FOR CAMPAIGN
REACHED 476,270 PEOPLE
ON FACEBOOK.



ACHIEVED 174,963
IMPRESSIONS ON
TWITTER.



£927.04
TOTAL SPENT

MERSEYSIDE FIRE AND RESCUE AUTHORITY			
MEETING OF THE:	AUTHORITY		
DATE:	17 OCTOBER 2019	REPORT NO:	CFO/045/19
PRESENTING OFFICER	CHIEF FIRE OFFICER		
RESPONSIBLE OFFICER:	DEB APPLETON	REPORT AUTHOR:	WENDY KENYON
OFFICERS CONSULTED:			
TITLE OF REPORT:	EQUALITY, DIVERSITY & INCLUSION ANNUAL REPORT APRIL 2018 - MARCH 2019		
APPENDICES:	APPENDIX A: EQUALITY, DIVERSITY AND INCLUSION ANNUAL REPORT APRIL 2018 – MARCH 2019		

Purpose of Report

1. To provide Members with the draft Equality, Diversity & Inclusion (ED&I) Annual Report which contains an update on the progress made against the ED&I Action Plan 2017-2020 and our ED&I objectives for 2017-2020. The Equality, Diversity and Inclusion Annual Report 2018/19 is attached to this report at Appendix A.

Recommendation

2. That Members consider and approve the attached report for publication on the Merseyside Fire & Rescue Service (MFRS) website in order to demonstrate Merseyside Fire and Rescue Authority’s (MFRA) commitment to equality, diversity and inclusion and in order to meet its Public Sector Equality Duties.

Introduction and Background

3. The purpose of this report is to demonstrate MFRA’s compliance with the Equality Act 2010 General Duty and to update stakeholders on the key outcomes delivered in the year with regards to Equality, Diversity and Inclusion.
4. The Equality Act 2010 Public Sector Equality Duty (PSED) (s.149) states that in the exercise of their functions, public authorities must have **due regard** to the need to:
 - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
 - Advance equality of opportunity between people who share a protected characteristic and those who do not
 - Foster good relations between people who share a protected characteristic and those who do not.

5. In order for public authorities to demonstrate they are meeting the PSED there is a number of specific duties which require public bodies including MF&RA to carry out :
 - a. Publish information to show their compliance with the Equality Duty, at least annually
 - b. Set and publish equality objectives, at least every four years.
6. The PSED states that all information above must be published in a way which makes it easy for people to access it. We will publish and promote the report on our intranet Portal and Website in this Word version and copies will be available for request in braille, large font and different languages on request

Equality and Diversity Implications

7. The ED&I Annual Report evidences how the Authority executes the provision of the Equality Act 2010 and in particular shows due regard to the needs of the nine protected groups¹ through the monitoring of the ED&I action plan and our five equality objectives.

Staff Implications

8. Staff have been integral to the creation of this report through a number of processes including attending the ED&I Steering Group and meetings with the Diversity and Consultation Manager and providing regular written communication updates. The data contained in the reports will be used by officers carrying out future Equality Impact assessments, changes to services or development of employment and service delivery policies.

Legal Implications

9. The reports demonstrates the work that is being conducted to meet the Equality Act 2010 and Public Sector Equality Duty requirements

Financial Implications & Value for Money

10. There will be no financial implications this year as it has been decided that the report will not be designed and printed externally. Savings have been delivered as a result of this decision.

Risk Management, Health & Safety, and Environmental Implications

11. There are no risk management, health & safety or environmental implications arising from this report.

¹ the 9 protected groups as detailed in the Equality Act 2010 are, Sex, Age, Race, religion and belief, Disability, Maternity and Paternity, Gender reassignment, Sexual Orientation and Marriage and civil partnership

12. The production of this report demonstrates how MF&RA are delivering services in a way that meets the Authority's legal duties in relation to the Equality Act 2010 and Public Sector Equality Duty requirements, and how best practice is essential for a public sector organisation. The Annual Report also shows how we manage our services to engage with diverse communities to ensure they are Safer and Stronger.

BACKGROUND PAPERS

- CFO/070/18** Equality, Diversity & Inclusion Action Plan 2017-2020, Functional Priorities 2018/19. Quarter 1 and Quarter 2 update
- CFO/025/19** Equality, Diversity & Inclusion Action Plan 2017-2020, Functional Priorities 2018/19. Quarter 3 and Quarter 4 update

GLOSSARY OF TERMS

AGI	Advice, Guidance & Information
BAME	Black, Asian, Minority, Ethnic
BSL	British Sign Language
C&PY	Children & Young People
CLGA	Communities and Local Government Association
CFO	Chief Fire Officer
CRM	Community Risk Management
CRR	Community Risk Register
DAG	Diversity Action Group
DCFO	Deputy Chief Fire Officer
EIA	Equality Impact Assessment
ED&I	Equality, Diversity & Inclusion
ESMCP	Emergency Services Mobile Communications Programme
FRS	Fire & Rescue Service
HFSC	Home Fire Safety Check
JCC	Joint Control Centre
KLOE	Key Line of Enquiry
LGA	Local Government Authority
MFRA	Merseyside Fire & Rescue Authority
NFCC	National Fire Chiefs Council
NJC	National Joint Council
NOG	National Operational Guidance
NWAS	North West Ambulance Service
PCC	Police Crime Commissioner
POD	People and Organisational Development
PPE	Personal Protection Equipment
PSED	Public Sector Equality Duty
SEG	Strategic Equality Group
SMG	Strategic Management Group
SOP	Standard Operational Procedure
TDA	Training and Development Academy



Merseyside Fire & Rescue Authority

Equality, Diversity & Inclusion Annual Report

April 2018 to March 2019

Alternative Formats

We are committed to ensuring that all our information is fully accessible for all communities across Merseyside, we have included this document on our website which can be accessed from our Webpage <http://www.merseyfire.gov.uk/equality & diversity>

If you would like a copy in Arabic, Bengali, Chinese, French or Somali please contact us at Diversity Team, Merseyside Fire & Rescue Service Headquarters, Bridle Road , Bootle, Liverpool L30 4YD. Telephone 0151 296 4422 or email diversityteam@merseyfire.gov.uk.

Arabic

Diversity: على بنا الاتصال يرجى الصومالية، أو الفرنسية، أو الصينية، أو البنغالية، أو العربية، باللغة نسخة أردت إذا Team, MF&RS Headquarters, Bridle Road, Bootle, Liverpool, L30 4YD والمينيكوم الهاتف diversityteam@merseyfire.gov.uk 4422 أو الإلكتروني البريد أو 4422 296 0151 كتيبة طباعية بحروف أيضًا متوفر.

Bengali

আপনি আরবি, বাংলা একটি কপি চান, চীনা, ফরাসি বা সোমালি কবুন যোগাযোগ ডাইভারসিটি দল আমাদের, MF & আরএস সদর, রশ্মি রোড, Bootle, লিভারপুল L30 4YD. টেলিফোন এবং মিনিকম 0151 296 4422 বা ইমেইল diversityteam@merseyfire.gov.uk. বৃহত্তর মুদ্রণ এছাড়াও উপলব্ধ.

Chinese

如果你想复制的阿拉伯语, 孟加拉语, 中国, 法国或索马里, 请联系 我们多元化的团队, MF & RS总部, 马勒路, 布特尔, 利物浦L30 4YD。电话和小型机0151 296 4422 或电邮diversityteam@merseyfire.gov.uk。在较大的打印也可以。

French

Si vous souhaitez obtenir une copie en arabe, bengali, chinois, contactez s'il vous plaît français ou en Somalie nous à la diversité équipe, siège de MF & RS, Bridle Road, Bootle, Liverpool L30 4YD. Téléphone et minicom 0151 296 4422 ou par courriel diversityteam@merseyfire.gov.uk.Egalement disponible en gros caractères.

Somali

Haddii aad rabtid nuqul Carabi, Bangaali, Shinees, Faransiis ama Soomaali fadlan la xiriir kooxda Diversity, Merseyside Fire & Rescue Service, Headquarters Service Bridle Road, Bootle Liverpool L30 4YD.

Telefoonka: 0151 296 4422 ama Email: diversityteam@merseyfire.gov.uk

Sidoo Kale waxaa heli kartaa iyadoo far waaweyn ah.

This Document is also available in larger print and can be reproduced in Braille on request.

Contents

Foreword	5
Aims of this report	8
Governance and Performance Management	9
Our Equality Objectives 2017 – 2020	11
Delivery of our Equality & Diversity Action Plan 2017 – 2020	27
Events and Awards	39
Looking forward	41
Conclusion	42

Foreword

I am really pleased to introduce our 2018/19 Equality, Diversity and Inclusion (ED&I) report. This report provides a detailed account of how we have progressed against our ED&I strategic objectives and how we have implemented our plans during the last year.

It has been a busy year, during which we:

- Delivered of a number of high profile fire safety reassurance campaign to Black Asian and Minority Ethnic (BAME) communities in Merseyside
- Successfully developed a faith network “Making Merseyside Safer and Stronger – the Faith Forum” was created to support work of the Fire and Rescue Service – and has been developed in conjunction with Merseyside Police.
- Supported Liverpool Pride in even larger numbers than previously and signing up many more FireProud Allies
- Supported staff at Merseyside Fire and Rescue Authority (MFRA) in understanding the impact of menopause and providing free support to our Female staff through the lead in women’s health advising National Institute for Clinical Excellence (NICE), Dr Paula Briggs.
- Became Dementia Friends
- Introduced policies and procedures which reflect the diversity of our Service.
-

Here at Merseyside Fire and Rescue Authority we are committed to developing a culture that recognises, supports and celebrates diversity, equality and inclusion. Our annual equality report demonstrates our work towards ensuring we are an inclusive employer and that we support the needs of our diverse communities to help keep people safe and well.

The report highlights our achievements over the last year and provides a spotlight on what we have achieved through the use of statistics, case studies, narrative and infographics.

During 2018/19 we have successfully completed the implementation of the ED&I Action Plan 2017-2020, notably:

- Developed practices to understand and address the Gender pay gap.
- Further developed our Knowing our Communities project, ensuring we are engaging with diverse communities in an inclusive way
- Delivered a Positive Action strategy to increase the number of people from underrepresented groups in our workforce
- Ensured we are delivering Home Fire Safety Checks (HFSC) and Safe and Well visits proportionately to reflect our diverse communities.

As the most senior sponsor for ED&I, I am particularly proud of the ongoing support and priority that our staff give to this ambitious agenda and we make sure that we take time to celebrate ED&I in many different ways. This year in particular our support of:

- Liverpool Pride
- Black History month
- International Women's Day
- Dementia friends

Equality, Diversity and Inclusion is an integral part of all our strategy development and we shall continue to mainstream cultural and systematic change in our organisation so that ED&I is embedded within day-to-day activities across all functions. Staff and community engagement will also remain a core element of our ED&I agenda, to ensure that we recognise and respond to the diverse needs of our people.

We have much to be proud of at MFRA, for example we have increased diversity amongst operational staff and now have 55 female and 38 BAME firefighters out of a total workforce of 611. We have also seen an increase in the number of staff who have disclosed their sexual orientation as lesbian, gay bisexual or transgender (LGBT); an increase from 15 to 22 staff since 2016/17 and an increase of staff (including prefer not to say) who have declared their sexual orientation, from 37.3% to 55.1%.

We remain committed to inclusivity through the removal of barriers and bias wherever it exists.

Chief Fire Officer

Phil Garrigan – Senior Sponsor for ED&I

Aims of this report

Merseyside Fire and Rescue Authority is pleased to publish this report as a reflection on the work delivered across the organisation in pursuit of Equality, Diversity & Inclusion (ED&I) excellence. This report presents the public and other stakeholders with many success stories about the work we do on a day to day basis to ensure that the services we deliver provide our diverse communities with confidence that we are addressing their needs.

This year's report provides an overview of:

- Progress made for the second year of our Equality Objectives 2017 - 2020
- Highlights from the delivery of our Equality & Diversity Action plan 2017 – 2020
- A summary of our Equality Analysis of Workforce and Employment Data report 2018/19.
- Our Gender Pay Gap reporting for 2018/19

This report also demonstrates our commitment to ensuring compliance with the Equality Act 2010 and the Public Sector Equality Duty (PSED) in relation to:

1. Publishing, at least annually, information to demonstrate our compliance with the Equality Act 2010 and the PSED.
2. Preparing and publishing one or more specific and measurable objectives that help to achieve the aims set out in the PSED.
3. Publishing equality information and the objectives in a manner that is accessible to the public.

ED&I is driven by a comprehensive and well monitored Equality, Diversity & Inclusion Action [Plan](#), underpinned by an Equality & Diversity Policy. Equality Impact Assessments (EIAs) are carried out on policy and strategic documents and when these are approved by the Authority they are published on our website www.merseyfire.gov.uk with Authority papers. Each area of the organisation also develops ED&I priorities in relation to their plans and this ensures that ED&I is

consistently considered and is embedded as part of organisational planning and development.

This report also provides an internal reflection on the ED&I work that has been delivered. As an employer it is important that we are embedding ED&I to achieve fairer outcomes for our employees and that we work towards reflecting the diverse communities we serve.

Governance and Performance Management

The governance structure for the delivery of the ED&I Action Plan changed in June 2018, the plan is now monitored and progress reported on through each department's functional plan updates. The remaining core ED&I actions relating to the delivery of the five ED&I objectives are monitored through updates delivered to the Strategy and Performance Board quarterly, prepared by the Diversity and Consultation Manager

Performance against the Equality & Diversity Action Plan has been scrutinised by the Strategy and Performance Board chaired by the Chief Fire Officer and made up of Senior Managers representing all departments of the organisation, and ultimately by the Fire & Rescue Authority. To support the governance we have introduced a staff ED&I Steering Group, made up of volunteers from each department with an interest in ED&I and working in positions where they can influence their colleagues. This group meets quarterly to discuss the progress made with ED&I, provides feedback from staff on any issues arising and supports the Diversity and Consultation manager with the delivery of the ED&I agenda.

The Diversity and Consultation Manager also holds regular equality engagement meetings with the Representative Bodies (trade unions and staff associations), to ensure that they are aware of the ED&I developments and have an opportunity to contribute to the consideration of the ways in which ED&I influences the provision of our services.

MF&FA Members have received EIA training to support their scrutiny role and help them make significant decisions on changes to services provided by the Authority.

Equality & Diversity performance reports scrutinised by the Fire & Rescue Authority are made public via the MF&RA website:

www.merseyfire.gov.uk/aspx/pages/fire_auth/authorityContent.aspx

Our Equality Objectives 2017-2020

As part of our commitment to delivering services and employing staff in accordance with the Equality Act 2010, and in line with the responsibilities placed on the Authority by the Act, we have established five Equality Objectives that are both inward looking (staff related) and outward looking (community and service delivery related)

The reviewed and updated objectives below demonstrate how we show due regard to eliminating discrimination, harassment and victimisation, advance equality of opportunity and foster good relations.

The following sections outline our progress in relation to meeting our objectives.

MFRS WORKFORCE PROFILE BY GENDER

BASED ON AN EQUALITY ANALYSIS OF WORKFORCE & EMPLOYMENT DATA OF 31ST MARCH 2019

OPERATIONAL STAFF HAVE A GENDER SPLIT OF

91% MALES

-----TO-----

9% FEMALES

HIGHER THAN THE UK FIRE AND RESCUE SERVICE FEMALE FIREFIGHTER AVERAGE OF **6.15%**



POSITIVE ACTION IN RECRUITMENT WILL HELP:

- ATTRACT MORE FEMALES TO FIREFIGHTER ROLES
- FEMALE PROGRESSION TO HIGHER RANKS
- ATTRACT MORE MALES TO FIRE CONTROL ROLES

PEOPLE STRATEGY WILL FOCUS ON:

- ATTRACTING FEMALE STAFF
- DEVELOPING FEMALE STAFF INTO MORE SENIOR ROLES



WE HAVE **55** FEMALE FIREFIGHTERS

CONSISTING OF:

47 FIREFIGHTERS
4 CREW MANAGERS
3 WATCH MANAGERS
1 STATION MANAGER



MFRS HAS:
30 FEMALE
4 MALE
 CONTROL OPERATORS

THIS IS GENERALLY IN LINE WITH SECTOR AVERAGES



THERE ARE HIGHER PROPORTIONS OF FEMALES IN ROLES AT

MFRS COMPARED TO BENCHMARK FIGURES (With the exception of support staff)

SUPPORT STAFF HAVE A GENDER SPLIT OF **50.7%** (180) FEMALES TO **49.3%** (175) MALES

BUT THERE ARE MORE FEMALES IN LOWER PAID JOBS



FEMALES MAKE UP **26.5% (265)** OF THE TOTAL WORKFORCE

 AN INCREASE ON THE **23.9%** SEEN DURING 2016/17

Equality Objective 1 – Create a strong cohesive organisation that is positive to rising to the future challenges we face:

This objective measures the diversity of MF&RA's workforce, which aims to better represent the makeup of communities, and staff will work to encourage applications from underrepresented groups when carrying out any internal or external recruitment. Progress so far includes:

There were 1000 staff employed at MF&RA, as at the end of 2018/19, compared to 999 in 2017/18. We are required to publish these figures based on a headcount not on full time equivalent posts, so some of these staff (particularly support staff) will be part time.¹

- There were 611 Operational posts, representing 61.1% of the total workforce population (headcount).
- 355 staff were in Support posts, representing 35.5% of the total workforce population (headcount)
- 34 were Fire Control staff, representing 3.4% of the total workforce population (headcount).

When reviewing the gender equality data by position the following observations were made:

- Overall, females make up 26.5% (265) of the total staffing at MF&RA, an increase on the 24.8% seen during 2017/18.
- Support staff have an approximate 50% split between male and female. There are more females in the lower paid roles – including staff working grades 1-5 (65.9%, 58 out of 88). Within medium pay bands (grades 6-11) 47% (104 from 221) are female
- Uniformed/operational staff had a gender split of 90.9% (556) male and 9% (55) female

¹ These figures include part time post mainly for within support staff roles and does not include additional operational posts covered by the retained contracts. These figures do not reflect the actual number of post, but is based on head count.

- Fire Control has a gender split of 11.8% (4) male to 88.2% (30) female, which is a slight increase in male staffing. Due to the traditional nature of Fire Control work, this is generally in line with sector averages, as the Fire Control was historically a female dominated occupation. The service is taking action to encourage more men to consider Fire Control as a career of choice.
- 54.3% of the total staff employed at MF&RA are aged 46 and over
- 4.2% of staff had declared a disability (lower than the UK average population at 20%)
- 93% of the total staff population at MF&RA were White British/White other, 4.9% (49) being BAME (which includes Any Other White background) - which is marginally lower than the Merseyside BAME population Figure at 5.5%.

MFRS WORKFORCE GENDER PAY GAP

BASED ON AN EQUALITY ANALYSIS OF WORKFORCE & EMPLOYMENT DATA OF 31ST MARCH 2019

MEDIAN* GENDER PAY GAP

-4.8%
DIFFERENCE -
OVERALL

-0.2%
DIFFERENCE -
OPERATIONAL

-9.2%
DIFFERENCE -
SUPPORT

* MEDIAN = THE
MIDDLE VALUE OF A
DATA SAMPLE



THE NEW GENDER PAY GAP REPORTING OBLIGATIONS ARE NOW INCLUDED IN THE PUBLIC SECTOR EQUALITY DUTY

MEAN* GENDER PAY GAP

-11.7%
DIFFERENCE
OVERALL
(£1.80 PER HOUR)
EQUAL TO 2017/18

-11.1% DIFFERENCE
FOR OPERATIONAL
STAFF
(£1.73 PER HOUR)
UP FROM -11.8% IN
2017/18

-9% DIFFERENCE
FOR SUPPORT STAFF
(£1.34 PER HOUR)
UP FROM -9.2%
IN 2017/18

* MEAN = SUM OF ALL
THE NUMBERS
DIVIDED BY THE
AMOUNT OF NUMBERS

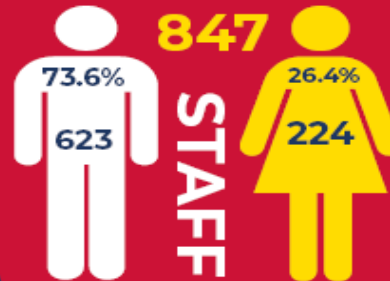


THE NATIONAL PICTURE

THE UK MEDIAN GENDER PAY GAP USING OFFICE OF NATIONAL STATISTICS DATA SHOWS AN AVERAGE PAY GAP FOR ALL EMPLOYEES TO BE -8.6% DURING 2018.



GENDER PAY GAP FIGURES BASED ON



PROPORTIONS OF MALE & FEMALE EMPLOYEES IN THE LOWER, LOWER MIDDLE, UPPER MIDDLE & UPPER QUARTILE PAY BANDS:

PAY BAND	% MALE	% FEMALE
LOWER	49.76	50.24
LOWER MID	77.36	22.64
UPPER MID	83.96	16.04
UPPER	83.41	17.06

FOR ALL MFRA STAFF, DATA SUGGESTS THAT MALE PAY TENDS TO BE MORE CONSISTENT THAN FEMALE

MEAN VS MEDIAN:
OUR GENDER PAY GAP (DIFFERENCE BETWEEN MALE & FEMALE STAFF PAY) IS **NARROWER** WHEN MEASURED BY MEDIAN



WHY IS THERE A PAY GAP?



IS IT THE IMPACT OF HAVING A LOW NUMBER OF FEMALE STAFF AT HIGHER GRADES?



DO WOMEN TAKE LONGER TO REACH THE TOP OF THEIR GRADE IF THEY TAKE TIME OUT FOR MATERNITY OR CAREER BREAKS, AS RESEARCH SHOWS?



TYPICALLY, MEN HAVE LONGER SERVICE WITH RESULTING INCREMENTAL PAY RISES

THIS IS MFRS' 3RD GENDER PAY GAP EXERCISE

WE ARE ADDRESSING ISSUES THROUGH OUR EQUALITY OBJECTIVE 1 - RELATING TO POSITIVE ACTION

Gender Pay Gap

The Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 came into force on 31st March 2017. The regulations stipulate that organisations that employ more than 250 people must publish a report on their gender pay gap. There is a slight difference in the regulation for public sector organisations, in so much as we must publish an annual “snapshot” of our gender pay as at the 31st March each year in our annual report.

Calculations for MF&RA as at 31/03/2019

Gender pay gap figures are based on a total of 847² qualifying staff in scope for this gender pay exercise, 623 (73.6%) were male and 224 (26.4%) were female.

Mean gender pay gap

This measure is the difference between the mean (average) hourly rates of pay for male and female full pay relevant employees

Staff group	Male hourly pay £	Female hourly pay £	Pay gap £	2018/19 Pay gap %	2017/18 Pay gap %
All staff	£15.39	£13.59	-£1.80	-11.7%	-11.7%
Operational Staff (inc Fire Control)	£15.57	£13.84	-£1.73	-11.1%	-11.8%
Support staff	£14.82	£13.48	-£1.34	-9.0%	-9.2%

Across the organisation, the mean gender pay gap is -11.7% or £1.80 per hour this compares well to the UK mean Gender Pay Gap using Office for National Statistics data average pay gap for all employees being 17.9 % during 2018. For just

² A number of employees weren't included in the Gender Pay Gap Figures because they were not “Full Pay Relevant” as defined by the Government regulations for inclusion in the gender Pay Gap reporting. This means that for some reason, detailed below an individual did not receive a full month's salary for the reporting period.

- Staff who joined the service part way through the pay period
- Staff who left the service part way through the pay period
- Staff in receipt of childcare vouchers
- Staff on maternity leave
- Staff with deductions for unpaid leave / jury service
- Staff with deductions for half/no pay due to sickness

The calculations also do not take into account retained FF posts that are filed by whole time Freighters

operational personnel the gender pay gap is -11.1% and for Support Staff the gap is narrower at -9%.

Measure 2. Median gender pay gap

This is the difference between the median hourly rate of pay of male and female full-pay relevant employees

Staff group	Male hourly pay £	Female hourly pay £	Pay gap £	Pay gap %	2017/18 Pay gap %
All staff	£14.25	£13.56	-£0.69	-4.8%	-3.9%
Operational Staff (inc Fire Control)	£14.25	£14.22	-£0.03	-0.2%	-0.1%
Support staff	£13.94	£12.65	-£1.29	-9.2%	-9.2%

The difference between male and female staff is much narrower, with a -4.8% difference at a MF&RA level, a 0.2% difference for operational staff and -9.2% difference for support staff. The UK median Gender Pay Gap using Office for National Statistics data shows the average pay gap for all employees was 8.6% during 2018³.

A copy of our full Annual Workforce Equality Analysis report including our Gender Pay Gap Analysis can be found on our website. [\(insert link\)](#)

3

<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2018>

Equality Objective 2 – To ensure that people from diverse communities receive equitable services that meet their needs.

By understanding the needs of people from different protected groups and carrying out engagement with and monitoring of those groups, we can ensure that people are fully supported to reduce fire and rescue related risk.

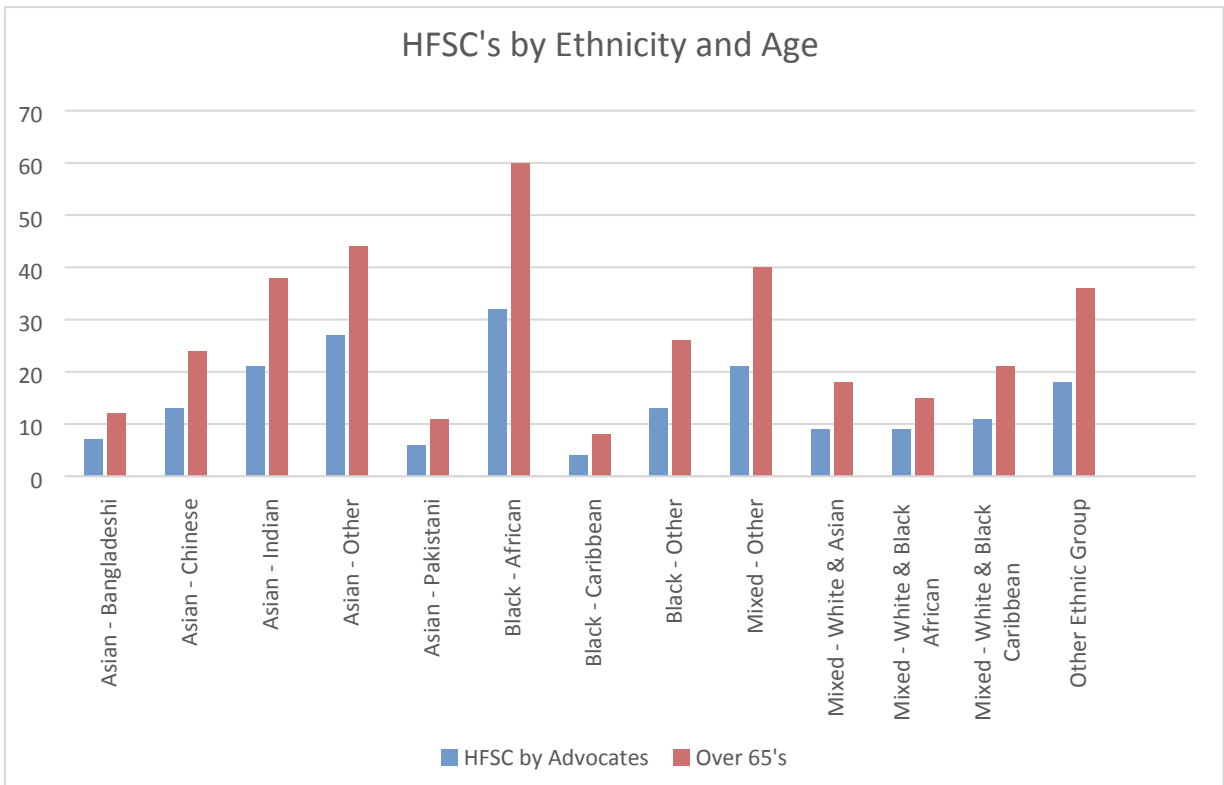
Progress is as follows:

We carry out home fire safety checks with at risk people (most often those aged over 65).

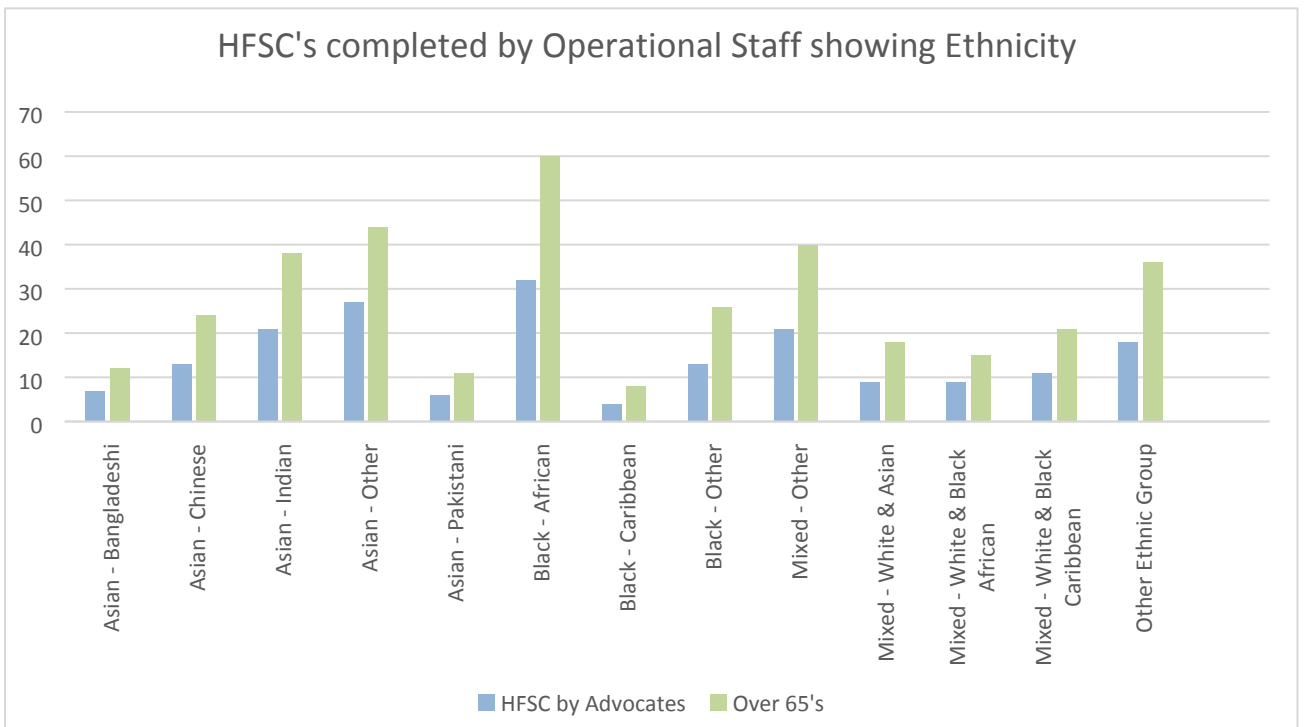
HFSC Equality Monitoring data

- Our operational crews have delivered 1.36% of HFSCs to over 65's across Merseyside in the Black Asian and Minority Ethnic (BAME) community. This compares well to the overall over 65's BAME population which is currently 1.6% in Merseyside, when looking at the 2011 census data. During 2018/19, the occupier's ethnicity was not recorded when delivering HFSC's on 20.4% of occasions.
- Using the figures for 2017/18 there has been an improvement of 0.73% in relation to the number of HFSC's but the overall figure for HFSC's where ethnicity has not been recorded has in fact risen by 1%

The charts below show that during 2018/19 our community safety advocates carried out a total of 8,200 Home Fire Safety Checks across Merseyside. The chart below shows that of those 8,200, 267 recipients or 3.26% identified themselves as BAME, and of those 117 or 1.42% were people over 65.

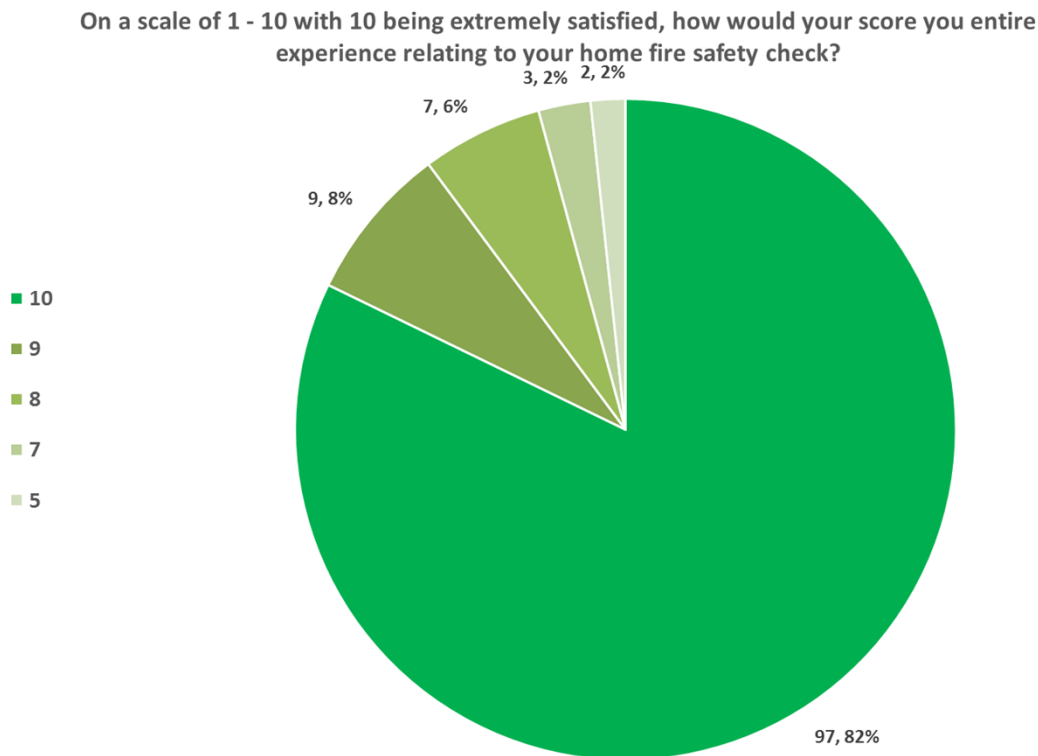


The chart below shows that of the 37,318 HFSC's carried out by operational staff, 530 or 1.42% were delivered to people who identified themselves as BAME. Of those, 437 or 1.14% were delivered to people over the age of 65.



HFSC Satisfaction Survey

We have begun to carryout HFSC satisfaction surveys. The summary below shows the overall HFSC customer satisfaction – based on approximately 100 responses.



The chart above identifies that the vast majority of responders (82%), gave the HFSC service 10 out of 10 – the highest level of satisfaction available. In general, the levels of satisfaction were very positive with response scores of 8 to 10 accounting for 96% of valid responses. Two respondents scored their HFSC with a score of 5, which was the lowest score for this particular question.

Prince's Trust equality monitoring data

We offer 12 week Prince's Trust development programmes. There were a total of 186 Prince's Trust students attending courses during 2018/19. The equality monitoring data below shows there is a high level of diversity amongst the students who attend the programmes:

Of the 186, 164 completed the course:

- Of those who completed the course 106 have continued their development in employment, education or training, a positive outcome of 57%
- A further positive outcome is volunteering, data for which is being collated and will be included in future reports.
- 186 who started the programme with Princes Trust, 59% of those were Education underachievers.

- A further breakdown shows of the 186 – 131 where from either Homeless (5%), Ex-offenders (10%), Asylum Seekers (3%), in care/leaving care (11%) or part of a homeless household (42%).
- 70% were male and 30% were female
- 3.26% were from a BAME background
- 4.89% did not provide information about their Ethnicity
- All teams have students who have a mix of Asperger's, Dyslexia, Epilepsy, Learning Difficulties, Autism, ADHD, Dyspraxia, Scoliosis, PTSD, Diabetes, Myopathy, Alexander's Disease and Neurofibromatosis
- 55% have declared they have no religion and 19.5% prefer not to say or didn't provide information. Christian and Islamic faiths make up 24% of those attending.

MFRS Cadets equality monitoring data

There were a total of 46 students taking part in the MFRS cadets programme during 2018/19.

- 19% were Female and 81% Male
- 15% were from a BAME background
- 2% declared having a disability or long term health condition.
- Most populated age group is 16 (cadet's intake is 13 to 17 age group)

Complaints and Compliments

Currently we do not collect equality data for either of these as often they are anonymous and is not something we are in a position to provide at this time.

After the Incident satisfaction data

The data was sourced from After the Incident survey for Domestic Dwelling property fires during 2017/18. The results of which were provided by Opinion Research Services (ORS) during June 2018.

Participants when asked the following question:

- **Taking everything into account, how satisfied or dissatisfied are you with the service you received from the Fire & Rescue Service (FRS)?**

Overall 99.3% of respondents were satisfied with the overall level of service provided at the scene of an incident.

- **Thinking about your initial contact with the FRS on the telephone, do you agree or disagree that they were...Reassuring?**

Overall 100.0% of home owners / occupiers felt reassured by the initial contact with Fire Control.

After the Incident surveys for Domestic Dwelling property fires during 2018/19, are expected later in the year and will be reported on at a later date.

MFRS WORKFORCE PROFILE BY ETHNICITY

BASED ON AN EQUALITY ANALYSIS OF WORKFORCE & EMPLOYMENT DATA OF 31ST MARCH 2019



MINORITIES BY GROUP

- 22 MIXED RACE
- BLACK / BLACK BRITISH 10
- 9 OTHER WHITE
- CHINESE 3
- 3 OTHER MINORITY ETHNIC
- ASIAN / ASIAN BRITISH 2

*10 staff members preferred not to state ethnicity & 11 others did not give any data

93%

(930) OF STAFF AT MFRA ARE OF **WHITE** BRITISH OR IRISH ORIGIN, WITH

5% (49) BEING BAME

THIS IS MARGINALLY LOWER THAN THE MERSEYSIDE BAME POPULATION FIGURE OF 5.5% (CENSUS 2011)



OBJECTIVE 1
IS DESIGNED TO **INCREASE THE DIVERSITY** OF OUR WORKFORCE & VOLUNTEERS AT ALL LEVELS ACROSS THE ORGANISATION. **POSITIVE ACTION** WILL SUPPORT BAME STAFF TO APPLY FOR **DEVELOPMENT & PROMOTION**
(They are currently under-represented in operational, supervisory & management roles)

MINORITIES BY ROLE

----- BY ROLE -----

38
OPERATIONAL

0
CONTROL STAFF

11
SUPPORT STAFF

THE NATIONAL PICTURE

ON FACE VALUE...

MERSEYSIDE HAS PROPORTIONALLY FEWER BAME PERSONNEL IN ALL ROLES COMPARED TO THE METROPOLITAN AND ENGLISH FIRE & RESCUE SERVICES...

HOWEVER...

THIS IS MISLEADING AS MERSEYSIDE HAS A FAR LOWER BAME POPULATION THAN MANY AREAS OF ENGLAND.

INDEED

COMPARING THE PROPORTION OF BAME EMPLOYEES TO THE LOCAL BAME POPULATION, IT APPEARS THAT MERSEYSIDE IS CLOSER TO ACHIEVING PARITY THAN EITHER THE METROPOLITAN OR ENGLISH FRS AS A WHOLE.



MFRS HAS A SET OF **5** EQUALITY & DIVERSITY OBJECTIVES

Objective 3 – Reducing fires and other incidents amongst the vulnerable protected groups. By better understanding the impacts for diverse communities in terms of fires and other incidents, we can measure whether there are any disproportionate outcomes for relevant protected groups.

Progress is as follows:

Accidental fires in the home

As of 30th April 2019, there was a total of 899 Accidental Dwelling Fires attended across Merseyside for the period 2018/19. Which means 2018/19 will have seen the **lowest** count of incidents on record. The majority of such incidents take place in the most deprived areas of Merseyside, with 46% (412) taking place in the 1-10% deprivation decile. The Service intend to focus activity in this area over the forthcoming year.

Objective 4 - To ensure that staff are better equipped to deliver their roles whilst:

- **Showing due regard to the need to eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Equality Act 2010.**
- **Advance equality of opportunities for underrepresented groups**
- **Foster good relations between people who share protected groups and those who don't.**

Progress is as follows:

Bullying and Harassment claims, Disciplinary and Grievance data

There were a total of 20 disciplinary proceedings (including one bullying and harassment case) during 2018/19, a reduction of 13 on the previous year. The equality monitoring breakdown is summarised as:

- 16 involved male members of staff and 4 females. (including the bullying and harassment case)
- 19 were submitted from White British (including the bullying and harassment case)

There were also a total of 39 grievances of which:

- 35 involved male members of staff and 4 females.
- 35 were White British / Irish, and 4 were from a BAME background

Of the 39 grievances logged 26 relate to a collective grievance.

Eleven [11] of the grievances were upheld by the Service.

Employment Tribunals

A National (All FRA'S) Sex Discrimination Claim is still ongoing in relation to Pension issues and is partly agreed but subject to appeal by Fire and Rescue Authorities, the Local Government Association and the Government to the Supreme Court.

There have been two claims to the Employment Tribunal during 2018/19 both are still on going.

Equality Objective 5 – to continue to aspire to achieving excellence, or equivalent in a Fire and Rescue Service Equality Framework

Taking part in assessment helps us to benchmark and continuously improve in relation to the equality, diversity and inclusion agenda and provides an external viewpoint on our progress in relation to our equality objectives.

A self-assessment desktop exercise was completed prior to the Framework being revised during 2017/18 (Which has resulted in the Framework being in development phase for some time). The Diversity and Consultation manager is reviewing the current arrangements for the Framework along with other frameworks and

benchmarks including the Employers Network for Equality and Inclusion (ENEI), Stonewall and Disability Confident to establish the best framework for Merseyside Fire & Rescue Authority in the future.

MFRA underwent an inspection by Her Majesty's Inspectorate of Fire and Rescue Services in late 2018, the results were published in June 2019 and at the time of writing this report the ED&I implications are being considered and any resulting actions will be included in future reports.

2019/20 will focus on reviewing those specific areas of the inspection report which are ED&I related and the Authority's People Strategy includes actions that will help us focus on those areas specific to culture and fairness.

Looking at all aspects of ED&I across the Service, there are a number of areas where we benchmark and seek assessment to ensure the services we offer are of the highest standard.

Our Annual Workforce Equality Analysis report can be found on our website and it provides a more detailed breakdown on staff diversity. We produce this data annually to help us monitor the trends relating to the number of staff in different protected groups across all groups and levels of the organisation. The information also assists senior officers when developing Positive Action to encourage people from more diverse groups and communities to apply for roles where they are most under represented. The data also assists the organisation in completing its duty to have due regard to the needs of different groups when developing employment practices and our services. This is done through our Equality Impact Assessment process.



MFRS WORKFORCE PROFILE BY AGE

BASED ON AN EQUALITY ANALYSIS OF WORKFORCE & EMPLOYMENT DATA OF 31ST MARCH 2019

THE MAJORITY OF STAFF
 WITHIN MFRA (466 OR **43.1%**)
 ARE AGED **46-55...** WITH MORE
 PERSONNEL **ABOVE THE AGE OF 46** THAN
 BELOW, THE STAFFING STRUCTURE IS
TOP HEAVY

WITH AN AGING POPULATION
 THE REMOVAL OF THE
 DEFAULT RETIREMENT
 AGE* COULD LEAD TO A
 HIGHER AVERAGE AGE
 FOR EMPLOYEES - THE
 ISSUE IS BEING
ADDRESSED

* without significant recruitment

EMPLOYMENT POLICIES WILL NEED
 TO TAKE ACCOUNT OF THIS
 AS PART OF ONGOING
EQUALITY IMPACT ASSESSMENTS
 & FOR WORKFORCE
 SUCCESSION
 PLANNING

HOW OLD ARE STAFF?

CONTROL
 AGE 46-55 - 35.3%
 AGE 56-65 - 23.5%

OPERATIONAL
 AGE 25-35 - 19.2%
 AGE 36-45 - 23.9%
 AGE 46-55 - 53.2%

SUPPORT
 AGE 36-45 - 18.6%
 AGE 46-55 - 26.5%
 AGE 56-65 - 22.5%

THE MAJORITY OF EMPLOYEES IN THE 16-24 AGE GROUP (41 OF 51) ARE SUPPORT STAFF.

HOW DOES MERSEYSIDE COMPARE?

SUPPORT STAFF
 MERSEYSIDE HAS PROPORTIONALLY MORE MEMBERS OF SUPPORT STAFF THAN OTHER METROPOLITAN FIRE & RESCUE SERVICES, PARTICULARLY WITHIN THE **16-24 AGE GROUP.**

CONTROL STAFF
 PROPORTIONS APPROXIMATE EACH OTHER.

OPERATIONAL STAFF

- FAR FEWER STAFF AGED **16-24** IN MERSEYSIDE COMPARED TO THE COLLECTIVE METROPOLITAN FRS
- PROPORTIONALLY SLIGHTLY FEWER STAFF IN OTHER AGE GROUPS IN MERSEYSIDE THAN NATIONALLY.

Delivery of our Equality & Diversity Action Plan 2017 - 2020

The Equality & Diversity Action Plan was first introduced in April 2013, to help MF&RA progress its long term Equality & Diversity objectives, to ensure compliance with the Equality Act 2010 and the Public Sector Equality Duty (PSED) and to reflect the fact that Equality & Diversity was embedded and delivered across all areas of the Organisation.

Our latest plan was developed for 2017-2020 and is aligned to the Authority's Integrated Risk Management Plan and ED&I Objectives.

This section of our Annual Report provides highlights of some of the exceptional work undertaken by our staff and volunteers during 2018-19.

Supporting our staff

Reasonable adjustment support has been identified and delivered on two of the last four recruit courses. Particularly around time allowed for Dyslexia and for Dyslexia assessments. Collaborative working between the Training and Development Academy, the People and Organisational Development Department and the Diversity team has ensured that people have been given appropriate levels of support to mitigate any disabilities they have declared.

Positive Action

The number of male Control Operators has increased this year from two to four. Positive Action is considered important in recruitment to Control roles to improve the gender balance within this traditionally female area of the organisation and ensure that boys and men see a career in Control as appropriate for them in the future.

There has been an increase of 25% points in BAME candidates being recruited for firefighter roles; from 39 to 49. This is a result of the Positive Action work carried out by the Service to help members of diverse communities have an equal chance to apply for roles within MFRA.

International Women's Day.

At our International Women's Day event in March 2018 we launched our Small Change – Big Impact jars, the idea being that anyone wishing to support one of the charities could take a jar and put small change into it throughout the year. The Equality and Diversity Team collected the jars at the end of the year and we have been able to donate over £500 to our chosen charities; Camfed, Blackburne House, Maggie's Centre Merseyside and the Firefighters Charity.

Camfed (Campaign for Female Education), is an international non-profit organisation tackling poverty and inequality by supporting marginalised girls to go to school and succeed, and empowering young women to step up as leaders of change. "The money raised is enough to buy 11 vulnerable girls in rural Africa the essentials they need to go to school".

Blackburne House Group helps women from disadvantaged backgrounds into employment within technical professions. They said:

" We would like to thank you for choosing Blackburne House as part of your nominated charities and just to inform you that we will put the donation towards our graduation ceremony, which is the highlight and culmination of our academic year where we celebrate the achievements of our female learners"

Maggie's Centre, Merseyside, offers free practical, emotional and social support to people with cancer and their families and friends. Help is offered freely to anyone with any type of cancer. "Maggie's is entirely funded by generosity of our supporters. You are the reason we are able to deliver our wide range of life-changing services.

Fire Safety Reassurance Campaign

During the weekend of 15th – 17th March (Following the terrorist attacks in Christchurch New Zealand on the 15th March), staff from the Arson Reduction Team and Home Safety Advocates, visited 16 Mosques across Merseyside to offer

reassurance and practical advice on fire safety. The visits were well received and appreciated.

Operational response crews also visited properties in the areas surrounding the Mosques. In total: -

1196 properties were visited

387 Home Fire Safety Checks were completed

167 smoke detectors were installed

13 high risk properties identified

1 Potential arson target was identified and referred to the Arson Reduction Team.

Crews from Liverpool City Community Fire Station attended a vigil held in remembrance of the victims of the terrorist attacks in New Zealand at the Abdullah Quilliam Mosque in Liverpool on Sunday 17th March.

Supporting vulnerable members of our community

At MF&RA our Advocates, working in the Community Risk Management Prevention team, deliver a wide range of help and support to members of the community across Merseyside, including Home Fire Safety Checks, Safe and Well visits, Stop Smoking advice, and sign-posting to other agencies for help and support in the home. Below are a few examples of how our Advocates and other members of our prevention teams have been able to support vulnerable members of our community to ensure they are safe from the risk of fire in their home.

Wirral Prevention Team

A member of our Wirral Prevention Team visited a property following a referral from our operational crews, due to concerns over hoarding. The resident is registered disabled, and has mobility issues, these issues were made worse due to the condition of the property. We had previously tried to make contact with the occupier, but had been unsuccessful.

When our advocate was able to carry out the Home Fire Safety Check, at the property they decided that an additional smoke alarm should be fitted. Our advocate spent some time talking to the occupant, about his lifestyle, and the importance of fire safety and not hoarding. During the conversation, she was able to find out that the occupant was previously a member of the armed forces. As part of our Home Fire Safety Checks/Safe and well visits we work with partners such as Registered Social Landlords (RSL), Social Services, and other agencies who can provide further help and support should it be required. On this occasion, our advocate was able to speak to the RSL regarding further support. The occupant also to agree for referrals into smoking cessation as well as SSAFA, the armed forces charity and the Royal British Legion for further support.

Sefton Prevention

In January 2019 our Sefton Prevention Team visited a man from an minority group (ethnicity), following a referral by Sefton Social Services. The occupant had been left paralysed following an accident.

Sefton Social Services had concerns for the man and a care package was in place. Due to the trauma of the accident, the man had turned to alcohol and smoked heavily. The visit was carried out with other agencies including Sefton Ambition Team (Drug and Alcohol Support Agency), who were engaged with the gentleman regarding his alcohol consumption and smoking and the man's carer's, were also there when we arrived for our Home Fire Safety Check.

The Home Fire Safety Check showed evidence of burn marks on his bedding, empty alcohol bottles and the occupier took strong medication, which made him drowsy.

Our team provided advice on smoking safely in bed, the dangers where highlighted, and consequences discussed on the potential possibilities of having a fire through smoking/dropping ash on bedding, when under the influence of drowsy medication and alcohol.

A fire retardant bedding pack and fire retardant throw were fitted on the occupier's bed by his carers. A metal bin was placed by the occupier's bed for his cigarette butts and a smoke alarm installed in the bedroom. Carers were advised on safe disposal of cigarette butts. The man was very open to the information and wanted to help himself with the alcoholism and smoking.

The man has now joined a local AA group, he has reduced his alcohol intake and now smokes on average about 5 to 10 cigarettes a day. Joining the group has increased his social circle and offers him further support he needs. Dial-A-Ride was suggested to assist with attending other group activities and which will reduce his social isolation further.

The man informed us he was in a very different frame of mind and feeling very positive towards his life now. He is able to move around his property using his wheelchair and opened the door to our team for his Home Fire Safety Check where we provided him with an additional fire retardant throw and bedding due to the man being confined to bed, for long periods of time.

Liverpool Prevention

One of our prevention team advocates was asked to complete a Home fire Safety Check with a family of asylum seekers from Bangladesh, as a member of the family was using oxygen. When she arrived at the property, she found that the family had moved from Bangladesh several months previously and no one in the family could speak any English. Our advocate who is bilingual was able to complete the visit with them in Bengali. Whilst speaking with them she discovered that as no one in the family could speak English, they were unable to access services and amenities for themselves. Our advocate decided to spend some extra time with them to write down all the information they needed to be able to do the most basic things for themselves and advise them how they can access services, and access a support worker. Our advocate said, "The family were so grateful as they didn't know how they were going to carry on as they were."

Road Safety

MFRA staff have commenced work with the Liverpool Football Club Foundation and Everton in the Community Blue Base. Both organisations work with groups of young adults from a wide range of backgrounds and protected groups from across Merseyside. Monthly engagement sessions on road safety and water safety are using new technology such as virtual reality, to engage with younger and older age groups. It is also possible to use “SATSAFE”, which is “black box” telematics technology that can be used to analyse senior road users driving styles, to help evaluate and deliver specific driver training to improve road safety.

Ramadan 2018

In May, ahead of this year’s Ramadan period, the Authority held a targeted fire safety campaign, providing residents with tailored fire safety advice in the Birkenhead and Tranmere ward. This area of Birkenhead has an increasing Muslim population and so the campaign focused on a small area surrounding two Mosques, the Wirral Islamic Cultural Centre in Whetstone Lane and the Wirral Deen Centre on Borough Road. The morning’s campaign saw fire crews deliver 48 HFSC’s, engage with 14 Muslim families, and deliver 224 bespoke leaflets, including to properties where Muslim families are known to live. It was also arranged for the crew from Birkenhead to visit the Mosque on Whetstone Lane the following week to deliver further fire safety leaflets to the congregation following lunchtime prayers. The advice provided in the leaflets includes:

- **Cooking safety tips**’, especially as cooking takes place after sunset for Iftar and before dawn for Suhoor, so there may be an increased risk of fire.
- **Bukhoor, Incense, and Shisha Candle Safety**; these can help create a nice atmosphere, but they can be a fire hazard.
- The importance of **GET OUT, STAY OUT and PHONE 999**.

Collaboration Project with Merseyside Police

As part of an ongoing commitment to developing collaborative ED&I and community engagement opportunities with Merseyside Police, MF&RA has been instrumental in the development of two new initiatives, detailed below. We have a number of key

projects which are specifically targeting vulnerable communities and delivering staff education and cooperation. The following outlines the progress made.

Dementia Pledge

As part of our commitment to the Emergency Services Strategic Commitment on Dementia, Merseyside Fire and Rescue Service's People and Organisational Development function has been working across the organisation to review our policies and procedures to ensure that they support staff if they have the responsibility of caring for a family member who may be disabled, or suffering from a long term illness, including dementia. Staff in the People and Organisational Development function are considering how to gain information about the number of staff affected by dementia and this may take the form of an online survey.

Our Community Risk Management Team has ensured that The Herbert Protocol, (the vulnerable adults missing people's profile) has now been embedded in the delivery of Safe and Well visits. The Protocol is a national scheme which encourages carers, family members and friends to compile information which could be used in the event of a vulnerable person going missing, such as medication required, mobile numbers, places previously located, a photograph etc. In the event of a family member or friend going missing, the form can be easily sent or handed to the police to reduce the time taken to gather information that will help the missing person be found.

Interfaith Faith Week 2018 (11th -18th November)

An Interfaith round table collaboration event was organised and hosted by Merseyside Fire & Rescue Service and Merseyside Police, as part of Interfaith week 2018 (11th – 18th November 2018).

The aim of the event held on Monday 12th November, at Merseyside Police Headquarters, was to bring together representatives from as many different faiths as possible along with the chaplains who support both organisations to celebrate how

“Faith makes our communities of Merseyside stronger”, and was an opportunity to hear how other faiths are working together.

In total, 20 faith representatives from across Merseyside representing the Islamic, Jewish, Christian, Sikh and Buddhist faiths attended the event.

All attendees found it helpful to make new contacts, learn about each other’s organisations’ work and welcomed the openness from all to share and engage. Everyone favoured another meeting, to have more than one a year and to sustain the progress made from the first meeting. Suggestions were made to hold future meetings at different places of worship, potentially linked to different celebrations. Faith organisations said they would like to be given an opportunity to present at future meetings in more detail and have more time to network. Supporting and engaging with younger people from different faiths will be a key focus going forward.

It should be noted that the meeting has been particularly helpful for the Muslim communities across Merseyside; as a result of the interfaith round table meeting the Imams across the five districts have come together for the delivery of a cultural faith event at the Pier Head called **“Share Ramadan, Share Food, and Share Friendship”**. Previously the Mosques were not very well connected and this meeting has enabled relationships to develop further and support the wider communities of Merseyside. MFRS staff attended the event and said it was spectacular to see so many people from different backgrounds coming together to break the fast.

A further event was held in June 2019 at the Wirral Deen Centre which included a celebration to mark the end of Ramadan.

Blue Light Services Black History Month Event

On 16th October 2018, MFRS hosted the first Blue Light Black History Month event jointly with Merseyside Black and Asian Police Association. The event opened by Assistant Chief Fire Officer Mottram, brought staff together from both Police and Fire to celebrate the many diverse cultures which form the foundations of the communities in which we work and live. 2018 was the 30th anniversary of Black History Month in the UK and was the perfect opportunity to celebrate diversity and

the contributions members of the emergency services make to the wider communities of Merseyside.

The event was an informal opportunity to meet with colleagues and guests, some who shared their personal stories with us about what being a member of the BAME community is like working in the emergency services.

Key guest speakers include:

- Yasmin Bukhari from Greater Manchester Fire & Rescue and Chair of the Asian Fire Service Association
- Dominique Walker, Merseyside Police- discussing personal story about her work within Merseyside police
- ACC Ian Critchley, Merseyside Police, talking about the importance of a diverse workforce, which reflects the communities we service and supporting those staff through staff networks.
- Positive action representative, from MFRS & Merseyside police, talking about our Positive action programmes.

Youth Engagement

Our Youth Engagement teams continue to ensure that activities and programmes are fully inclusive for all young people. They endeavour to make modifications to enable children and young people from different protected groups to take part in all activities and have the same opportunities as their peers to move their lives forward. The Youth Engagement recruitment strategy actively invites children and young people who need additional support and this consideration is included when staff are planning and putting together their programmes.

As part of continuing work to support the children and young people who participate in our youth engagement programmes, all relevant staff are receiving a programme of specialist training. Mental health training is now embedded within the Prince's Trust programmes. This ensures that all young people taking part in the programme are fully supported and all leaders are equipped with mental health first aid knowledge.

Deaf Awareness Week 2018 (14th – 20th May 2018)

Fire Cadets from Merseyside Fire and Rescue Service showed their support for Deaf Awareness Week. Cadets from our groups from our St Helens, Wallasey and Bootle and Netherton Community Fire Stations visited Joseph Lappin Centre in Old Swan in Liverpool, where they learnt basic sign language. The session also included the cadets learning to sing a song using sign language.

MF&RA Volunteers

We currently have 39 volunteers and expect to have more joining during 2019/20.

The diversity of our current volunteers in 2018/19 was as follows:

- 64.1% (25) were male and 35.9% (14) were female. A slight increase on 2017/18 when 31% were female
- The majority of volunteers; 41% (16), were in the 22-30 age group. Followed by the 18-21 age group with 23.1% (9), then the 31-40 age group with 18% (7) volunteers and 41-60 age group with 12.8% (5) volunteers. There was a single volunteer in each of the 51-60 and 60+ age groups.
- Based on valid data, 59% (23) of the volunteers were White British – the remainder being unknown.
- The number of volunteers who have declared a disability is 15.4%, (6).

Our aim is to ensure that all our volunteers are able to join in the campaigns they wish to participate in. Our volunteers take part in a wide variety of events and campaigns, such as assisting our arson advocate, with arson and anti-social behaviour campaigns, and the water safety campaign and events with local schools. They assist in ensuring that the public understand the importance of having smoke alarms, and provide information to communities about how to contact the fire service, for a home fire safety check. Our team of volunteers are a great asset to our district prevention teams and help increase the fire service presence at community events, while still allowing our staff to attend high risk visits.

Training

Each year we work with our staff and managers to identify where we can support our staff with additional training needs around the 9 protected groups⁴. This year we have continued to deliver Islam and Muslim Awareness training, delivering a further five sessions for Fire and Rescue staff and Authority members and staff from Merseyside Police.

We have arranged Dyslexia Awareness training for our Youth Engagement teams and staff from our People and Organisational Development function.

We also made significant progress in relation to the development of our new ED&I training package during the second half of the year. The decision was made previously to move away from the on-line training package and develop a face to face facilitated training sessions in order to fully explore the issues affecting people within the Service. By the end of the year we had completed the following:

- The ED&I Training Plan was approved by Strategy & Performance Board in January 2019 following consultation with key stakeholders.
- The ED&I Advisor has been recruited and started with MFRA on 6th March 2019
- The development of the essential ED&I training package started in March 2019 and was completed in quarter one of 2019/20 for delivery to all staff from May 2019.

This year our Community Risk Management staff have also completed Level 2 Safeguarding training and Safeguarding Awareness training is being developed for our operational staff.

Menopause Support for staff at Merseyside Fire and Rescue Service

In recent years we have been supporting our staff around the menopause.

⁴ the 9 protected groups as detailed in the Equality Act 2010 are, Sex, Age, Race, religion and belief, Disability, Maternity and Paternity, Gender reassignment, Sexual Orientation and Marriage and civil partnership

We hold an International Women's Day coffee and conversation event every two years and in March 2018 we were lucky enough to be able to have a leading consultant in sexual and reproductive health, Dr Paula Briggs attend and give a 30-minute talk about the myths of the menopause and HRT.

Following on from the International Women's day event we arranged for Dr Briggs to attend and hold a workshop for our staff. We received so many responses from staff that she kindly held two one hour' workshops for our staff, all of which have been well received.

In December we purchased 150 copies Fast Facts: Menopause booklets written by Dr Paula Briggs to provide to female staff over the age of 45. We also understand that some Women may be going through the menopause earlier than 45 or due to other medical issues, so extra copies have been made available for our Occupational Nurse to issue as required.

As well as providing all women age 45+ in the service with a copy of this book, the Service is also offering the opportunity to access additional support from Dr Briggs through our own occupational health team.

We have received really positive feedback from the staff who have taken part in the event, workshops, and received the booklet and although what we have done are only small things, we have been told they have made a big difference to them personally.

Events and Awards

Liverpool Pride 2018

Merseyside Fire and Rescue Authority staff, apprentices and Authority Members, along with family, friends (and a few family pets) attended the Liverpool Pride event in July. Nearly 140 people attended and started the day with breakfast at our Liverpool City Community Fire Station, before walking to St George's Plateau to join the main march. The breakfast event was hosted by our Fire Proud LGBT Staff Network, and our Fire Proud Allies.

Liverpool City Region Apprenticeship Awards 2018

Four of our apprentices were shortlisted for the Liverpool City Region Apprenticeship Awards in June and we were pleased that Jess Burrows won the award for Apprentice of the Year for St Helens.

The other apprentices shortlisted for their fantastic contributions were Alice Laybourne, from our Occupational Health Team, Jade Griffiths, who had been a Community Safety Apprentice based in Knowsley and Chloe Redmond, from our Finance department.

Jess was nominated by her line manager Sara Garside, following her contribution to the St Helens Prevention team over the 12 months of her apprenticeship as a Community Safety Advisor, which ultimately resulted in Jess being successful in gaining a full time position as a Vulnerable Persons Advocate.

During her 12-month apprenticeship Jess was chosen to represent MFRS for a National Cadet Project, which included travelling to Montserrat to take part in a Climate Change Project.

Sara provided the following comments on Jess's application and this was highlighted during the event when Jess was presented with her award.

"Jess has always had a passion for work within the uniform services she was chosen to represent MFRS for a National Cadet Project and was successful. It was an

International Environmental and Climate Change Project and it involved travelling to Montserrat. She has been involved in some very complex cases throughout her time as an apprentice and her confidence is growing daily including a safeguarding issue which enabled to arrange multi agency meetings to address these issues at a strategic level. Jess has been a pleasure to manage as part of her apprenticeship and continues to be so into her career as an advocate.”

Looking Forward to 2019/20

In 2019/20 our ED&I team will be working to further embed ED&I excellence into the organisation. ED&I remains a key focus for the organisation and good progress has been made in recent years. We will continue to do this in the following ways:

- We will deliver a robust ED&I training and development programme to all staff and members of the Authority.
- We will continue to work in collaboration with partner organisations to maximise the opportunities for effective community engagement with shared at-risk groups. This will enable us to continue delivering effective diverse community engagement with limited resources to ensure that MF&RS knows and understands its communities and can respond with appropriate services.
- We will take part in Merseyside Police forums to ensure we engage with as many community representatives as possible to help us develop and deliver services that meet the needs of our communities.
- We will contribute to improve as a result of the Fire & Rescue Service inspection in relation to ED&I.
- We will investigate the concept of unconscious bias in conjunction with the inclusive leadership work we are undertaking as part of our People Strategy.
- We will continue to develop staff network/diversity champions to support diverse groups within the organisation and the diverse communities in Merseyside.
- We will continue to support Positive Action for recruitment and progression to increase the number of underrepresented applicants in various areas of Merseyside Fire & Rescue Service including, increasing the number of men within our Fire Control, and Recruitment of bi-lingual Business Safety Advisors.

Conclusion

I am really proud of the hard work that our staff across MFRA have carried out to help make our employment practices and fire service delivery more inclusive and respectful of difference and diversity.

I hope that you have enjoyed reading this report and now have a greater understand about how we are supporting needs of different groups, fostering good relations between different equality groups and ensuring that there is equality for all in our services and employment practices.

Whilst we are pleased with our progress being made, there is still more work to be done around providing our staff with effective ED&I training, working more closely with managers to help them be more inclusive in their leadership and management practices and improving on the number of BAME members of the community being attracted to MFRA as an employer of choice.

If you would like to learn more about our work, or have any questions, please do not hesitate to contact our Diversity and Consultation Manager:

Wendy Kenyon FCIPD, Diversity and Consultation Manager

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Telephone 0151 296 4000

Website: www.merseyfire.gov.uk

MERSEYSIDE FIRE AND RESCUE AUTHORITY			
MEETING OF THE:	AUTHORITY		
DATE:	17 OCTOBER 2019	REPORT NO:	CFO/044/19
PRESENTING OFFICER	CHIEF FIRE OFFICER		
RESPONSIBLE OFFICER:	DEB APPLETON	REPORT AUTHOR:	WENDY KENYON
OFFICERS CONSULTED:	DATA PROVIDED BY PEOPLE AND ORGANISATIONAL DEVELOPMENT, STRATEGY AND PERFORMANCE AND CRM		
TITLE OF REPORT:	EQUALITY ANALYSIS OF WORKFORCE AND EMPLOYMENT DATA AS AT 31ST MARCH 2019		

APPENDICES:	APPENDIX A:	EQUALITY ANALYSIS OF WORKFORCE AND EMPLOYMENT DATA AS OF 31ST MARCH 2019
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Purpose of Report

1. To provide Members with a breakdown of the Authority's workforce (people) data produced in order to meet the Equality Act 2010, Public Sector Equality Duties and in order to allow scrutiny of the service in the discharge of the said duty.

Recommendation

2. That Members note and approve the report for publishing on the Authority website in order to demonstrate its commitment to equality and diversity and to meet its Public Sector Equality Duties

Introduction and Background

3. The purpose of this report is to demonstrate MFRA's compliance with the Equality Act 2010 General Duty across our employment functions. It summarises the equality employment monitoring data for staff at MFRA for the period 1st April 2018 to 31st March 2019, using data taken from the MFRA's My View system and other HR/payroll staff records.
4. The Equality Act 2010 Public Sector Equality Duty (PSED) (s.149) states that in the exercise of their functions, public authorities must have due regard to the need to:
 - a. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
 - b. Advance equality of opportunity between people who share a protected characteristic and those who do not
 - c. Foster good relations between people who share a protected characteristic and those who do not.

5. This report includes information on the effect that our policies and practices have had on people who share a relevant protected characteristic, to demonstrate the extent to which we have furthered the aims of the general equality duty for our employees.
6. The report also provides our third gender pay gap report which is required by all Public Sector Bodies over 250 employees (see 6.16 of the attached report for more details).
7. MFRA recognises that a representative workforce will provide a Fire and Rescue Service that respects and responds to the diversity of the local communities that it serves. For the purposes of comparison in this report, the general population of Merseyside has been used and the national fire and rescue service staff population (using NJC inclusion group reports) is used where available as a further benchmark.
8. The report provides information in order to monitor progress against the MFRA equality and diversity objectives, specifically those in relation to the diversity of our workforce (objectives are set out in the attached report at Appendix E)
9. The report will be published on MFRA's website to demonstrate our commitment to equality and diversity and meet the PSED.

Summary of the Equality Analysis

The report results is covered in detail in section 6 of the attached report in Appendix A and covers analysis of:

- Whole workforce – reviewing the last 3 years
- Workforce profiles by groups
- Staff in post by age, disability, ethnicity, sexual orientation and religion
- Analysis of new starters by gender and ethnicity
- Analysis of staff leavers
- Analysis of discipline cases by outcomes and by protected groups
- Analysis of grievance cases by outcomes and by protected groups
- Analysis of flexible working requests and outcomes by gender and ethnicity
- Gender pay gap reporting providing average hourly pay analysis by gender

Highlights of the results

We are required to publish these figures based on a headcount not on full time equivalent posts, so some of these staff (particularly support staff) will be part time. Equally these figures do not include the operational staff who also have retained contracts which increases the availability of staff.

- The total number of staff employed by Merseyside Fire & Rescue Authority has increased from 991 in 2016/17 to 1000 as at 31st March 2019, an increase of 9, or 1% (headcount).¹
- The percentage of crew managers has increased from 1.4% (14) during 2016/17 to 5.5% (55) during 2018/19.
- The percentage of fire-fighters has fallen from 46.1% (457) during 2016/17 to 39% (390) during 2018/19. This fall is due in part to the expansion of the crew manager role.
- Control staffing has remained consistent with 34 members of staff for both 2016/17 and 2018/19. When 2018/19 is compared to 2017/18 there has been an increase of 2 personnel (headcount).
- The percentage of support staff has increased from 31.2% (309) during 2016/17 to 35.5% (355) during 2018/19 (headcount).²
- The number of staff who have disclosed their sexual orientation as Lesbian Gay Bisexual or Transgender (LGBT) has increased from 15 to 22 staff since 2016/17.
- MFRA increased its BAME staff by 25% from 39 in 2017/18 to 49 in 2018/19
- Overall females make up 26.5% (265) of the total staffing at Merseyside Fire & Rescue Authority, an increase over the three year period from 23.9% seen during 2016/17. This is well ahead of the English Fire & Rescue Service average of 15.9%³.
- Operational staff have a gender split of 91% (556) males to 9% females (55), which is higher than the English Fire & Rescue Service female whole-time Fire Fighter average of 6.1%.
- 41 members of Support staff are aged under 24; this is the highest proportion of this age group in the whole organisation (includes a number of Apprentices).
- In relation to the Gender Pay Gap, Data (31.3.19) shows that across the organisation, the mean gender pay gap is -11.7% or £1.80 per hour an improvement on 2016/17 figures which was -12.1%
- During 2018/19, MFRA recruited a total of 113 new members of staff with 51 being operational personnel (8 females), 7 for fire control (6 females) and 55 support staff (23 females).

¹ These figures do not include the additional operational posts covered by the retained/secondary contracts.

² These figures are based on headcount, as some posts may be part time/job share.

³ Source: FIRE STATISTICS TABLE 1103: Staff headcount by gender, fire authority and role – October 2018

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/748881/fire-statistics-data-tables-fire1103-oct2018.xlsx

- During 2018/19, there were 112 staff leavers; 73 being operational (3 females), 5 from Fire Control (all female) and 34 support staff (22 males).
- There were 184 attendees on Princes Trust courses operated by Merseyside Fire & Rescue Service, an increase on 2017/18 when there were 116 attendees.

The analysis of equality monitoring data shows no significant disproportionate equality impacts in relation to our recruitment levels, leavers, disciplinary and grievance cases or tribunals in relation.

Equality and Diversity Implications

10. This report provides specific equality Impact analysis in relation to MFRA staff workforce therefore an EIA is not required.

Staff Implications

11. Staff have been integral to the creation of this report through a number of processes including attending the ED&I Steering Group meetings, meetings with the Diversity and Consultation Manager and providing regular written communication updates. The data contained in this report will be useful to officers carrying out future Equality Impact assessments of their decisions and policies.

Legal Implications

12. The Equality and Diversity Report demonstrates the work that is being conducted to meet the Equality Act 2010 and Public Sector Equality Duty requirements.

Financial Implications & Value for Money

13. There are no direct financial implications arising from this report.

Risk Management, Health & Safety, and Environmental Implications

14. There are no risk management, health & safety or environmental implications arising from this report.

Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

15. Delivering services in a way that meets Equality and Diversity legal duties and best practice is essential for a public sector organisations. This report contributes to demonstrating how we make our diverse communities safer and stronger and how we support the needs of our staff in relation to their protected characteristics

BACKGROUND PAPERS

GLOSSARY OF TERMS

BAME	Black, Asian, Minority Ethnic
E,D&I	Equality, Diversity & Inclusion
EIA	Equality Impact Assessment
HFSC	Home Fire Safety Check
LGBT	Lesbian, Gay, Bisexual or Transgender
NJC	National Joint Council
PSED	Public Sector Equality Duty
SEG	Strategic Equality Group
SMG	Strategic Management Group

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Equality Analysis of Workforce and Employment Data as of 31st March 2019

STRATEGY & PERFORMANCE DIRECTORATE

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Document Control

Amendment History

Version / Issue No.	Date	Author:	Remarks / Reason for Change
1.0		J Fielding, W Kenyon	

Sign-Off List

Name	Position
DCFO Garrigan	Chief Fire Officer
Deb Appleton	Director of Strategy & Performance
Wendy Kenyon	Equality & Consultation Manager
Strategic Equality Group	All Members

Distribution List

Name	Position	I / R
Diversity Action Group		
Strategic Management Group		
Public sharing for Equality Website and Portal		

Related Documents

Ref No.	Title	Author	Version & Date
1.0	Equality Analysis of Workforce and Employment Data as of 31st March 2018	J Fielding, W Kenyon, V Campbell	1.0
2.0	Operational Fire Stats: https://www.gov.uk/government/statistical-data-sets/fire-statistics-data-tables#workforce-and-workforce-diversity	Home Office	October 2018

Ownership

Has it been agreed with the client that this is a publicly owned document? Yes / No

If Yes please state URL: TBC Awaiting authorisation from Strategic Equality Group

1. SUMMARY	4
2. INTRODUCTION	4
3. METHODOLOGY	5
4. EXECUTIVE SUMMARY	7
5. DETAILED RESULTS	10
5.1 Analysis of the Workforce from – 2016/17 to 2018/19	10
5.2 Analysis of Protected Groups between 2016/17 and 2018/19.	13
5.3 Workforce Profile by Gender 2018/19	14
5.4 Staff in Post: by Age 2018/19	17
5.5 Staff in Post: by Disability 2018/19	19
5.6 Staff in Post: by Ethnicity 2018/19	21
5.7 Staff in Post: by Sexual Orientation 2018/19	23
5.8 Staff in Post: by Religion/Belief and No Belief	24
5.9 New Starters 2018/19	26
5.10 Staff Leavers 2018/19	28
5.11 Discipline cases 2018/19	30
5.12 Grievance Cases 2018/19	32
5.13 Employment Tribunals 2018/19	34
5.14 Career Breaks 2018/19	35
5.15 Flexible Working Applications 2018/19	36
5.16 Maternity Leave	37
5.17 Gender pay gap as at 31.3.2019	38
5.18 Princes Trust Students 2018/19	42
5.19 Fire Cadets 2018/19	43
5.20 Volunteers 2018/19	44
Appendix A: The Equality Act and Public Sector Equality Duties	45
Appendix B: Retrospective by Generic Role	49
Appendix C: Supplemental Information	50
Appendix D: Comparison of “Not Stated” by Protected Group	52
Appendix E: Equality and Diversity Objectives 2017 – 2020	53

Agreement

For the purpose of this report, the following agreement was made between the client and the Strategy and Performance Directorate.

This work was requested by Wendy Kenyon, Diversity and Consultation Manager.

The Manager¹ has approved this report/ piece of work can be undertaken by the Strategy and Performance Directorate.

If the scope of the work changes, authorisation must be again obtained and would be noted within the version control document sheet.

Note: The final report, which will always be in PDF format, once approved by the Authority it will be published on the Merseyside Fire & Rescue Authority Website and Portal to meet the Public Sector Equality Duty requirements.

1. Summary

The purpose of this report is to provide equality analysis of workforce data held by Merseyside Fire & Rescue Authority (MFRA) to meet the requirements of the Equality Act 2010, Public Sector Equality Duty. The report will subsequently be published on the Merseyside Fire & Rescue Authority website and intranet Portal to demonstrate our compliance with the specific duties set out in **Appendix A**.

2. Introduction

The introduction of the Public Sector Equality Duty (PSED) in 2011 required Public Bodies to publish equality information pertaining to the makeup of its workforce on an annual basis. **Appendix A**, sets out the equality duty in more detail.

The following equality analysis covers Age, Gender, Disability, Ethnicity, Sexual Orientation and Religion / Belief (where available) for the following:

¹ Deb Appleton

- Staff in post
- Leavers and New Starters
- Discipline, Grievance cases and Employment Tribunals
- Career Breaks and Flexible Working Requests
- Gender pay gap
- Data from Fire Cadets, Princes Trust participants and volunteers

Note: Where information exists to benchmark, this has been done against operational figures published by the Home Office.

MFRA has a number of Equality Objectives that we have adopted to help us achieve our PSED; these can be found at appendix E and are referenced throughout this document.

3. Methodology

Staffing figures have been extracted from the MyView system.²

The data provided by People and Organisational Development was anonymised and analysed using Microsoft Excel 2013.

Data is correct as of **31/03/2019**.

Only valid data has been analysed, any gaps in the data have been identified using the “Not Stated” classification. When “Not Stated” data is removed from the overall count, a valid percentage has been calculated.

Due to data being extracted from different systems - with differing configurations, the descriptors (particularly for age bands) can differ.

Gender pay gap data is based on the following method:

All members of staff who were full time employment as at 31/3/2019 **except** the following have been included in calculations:

² Counts are based on headcount. It should be noted, particularly for non-uniformed staff it does not equate to actual roles for example, some roles may be job share, part time and vacant roles.”

- Secondary contracts for out of hours cover e.g. tender drivers, workshops, and marine unit.
- Individual payments for the incidents that staff have attended whilst retained. On call - retained payments are included. Contracts are an area that needs to be considered more widely by the sector as to the way in which those calculation re dealt with for the purposes of gender pay gap reporting. ACAS and LGA guidance have not covered rules of application around working hours - due to recent working time regulation case law.
- Staff who were paid less than their full time salary that month have been excluded in line with government guidelines (e.g. unpaid leave, career break, maternity or sickness reductions in pay)

Salary sacrifice has been included in the pay calculations, as to remove it would make the figures appear disproportionate for either gender.

No performance related bonuses are paid to staff, therefore three of the gender pay gap reporting requirements are not reportable (mean, median and proportion for bonus payments).

4. *Executive Summary*

The purpose of this report is to provide equality analysis of workforce data held by Merseyside Fire & Rescue Authority (MFRA) to meet the requirements of the Equality Act 2010, Public Sector Equality Duty. This report is published annually and provides detailed charts, tables and narrative to support our analysis of the changes within our workforce.

The analysis provides an overview of the last three years from 2016/17 to 2018/19 in relation to the **number of staff in post** during that period. We are required to publish these figures based on a headcount not on full time equivalent posts, so some of these staff (particularly support staff) will be part time. These figures son not include the operational staff who also have retained contracts which increases the availability of staff.

- The total number of staff employed by Merseyside Fire & Rescue Authority has increased from 991 in 2016/17 to 1000 as at 31st March 2019, an increase of 9, or 1% (headcount).³

In relation to the total workforce;

- The percentage of Watch Managers has fallen from 13.1% (130) during 2016/17 to 11.9% (119) during 2018/19.
- The percentage of crew managers has increased from 1.4% (14) during 2016/17 to 5.5% (55) during 2018/19.
- The percentage of fire-fighters has fallen from 46.1% (457) during 2016/17 to 39% (390) during 2018/19. This fall is due in part to the expansion of the crew manager role and the use of retained contracts to improve Service resilience.
- Control staffing has remained consistent with 34 members of staff for both 2016/17 and 2018/19. When 2018/19 is compared to 2017/18 there has been an increase of 2 personnel (headcount).

³ These figures do not include the additional operational posts covered by the retained/secondary contracts.

- The percentage of support staff has increased from 31.2% (309) during 2016/17 to 35.5% (355) during 2018/19 (headcount).⁴
- Over the three year period, the proportion of operational personnel as a whole has fallen from 65.4% to 61.1%.

In relation to protected groups:

- The number of staff who have disclosed their sexual orientation as Lesbian Gay Bisexual or Transgender (LGBT) has increased from 15 to 22 staff since 2016/17.
- BAME staff have increased by 25% from 39 in 2017/18 to 49 in 2018/19
- Regarding the sexual orientation data from staff (including prefer not to say), 55.1% of staff have declared their sexual orientation. This is a notable improvement on 2017/18 where only 37.3% of staff declared their sexual orientation.
- The number of male staff fell by 2.5% (19 staff) between 2016/17 and 2018/19. By contrast, the number of females working for Merseyside Fire & Rescue Authority has increased overall by 11.8% (28 staff).
- Overall, females make up 26.5% (265) of the total staffing at Merseyside Fire & Rescue Authority, a slight increase over the three year period from 23.9% seen during 2016/17. This is well ahead of the English Fire & Rescue Service average of 15.9%⁵.
- Operational staff have a gender split of 91% (556) males to 9% females (55), which is higher than the English Fire & Rescue Service female whole-time Fire Fighter average of 6.1%.
- Concerning Support Staff, 41 members of support staff are aged under 24; this is the highest proportion of this age group in the whole organisation.

⁴ These figures are based on headcount, as some posts may be part time/job share.

⁵ Source: FIRE STATISTICS TABLE 1103: Staff headcount by gender, fire authority and role – October 2018
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/748881/fire-statistics-data-tables-fire1103-oct2018.xlsx

- In relation to the Gender Pay gap :
 - Data (at 31.3.19) shows that across the organisation, the mean gender pay gap is -11.7% or £1.80 per hour, the same proportion as 2017/18 but an improvement on the 2016/17 figures of -12.1%
 - During 2018/19, MFRA recruited a total of 113 new members of staff with 51 being operational personnel (8 females), 7 for Fire Control (6 females) and 55 support staff (23 females).
 - During 2018/19, there were 112 staff leavers; 73 being operational (3 females), 5 from Fire Control (all female) and 34 support staff (22 males).

The analysis of equality monitoring data shows no significant disproportionate equality impacts in relation to our recruitment levels, leavers, disciplinary and grievance cases or tribunals.

5. Detailed Results

5.1 Analysis of the Workforce from – 2016/17 to 2018/19

The chart below provides an overview of the last three years data in relation to the numbers of staff in post.

Chart 1: Staffing at MFRA between 2016/17 to 2018/19

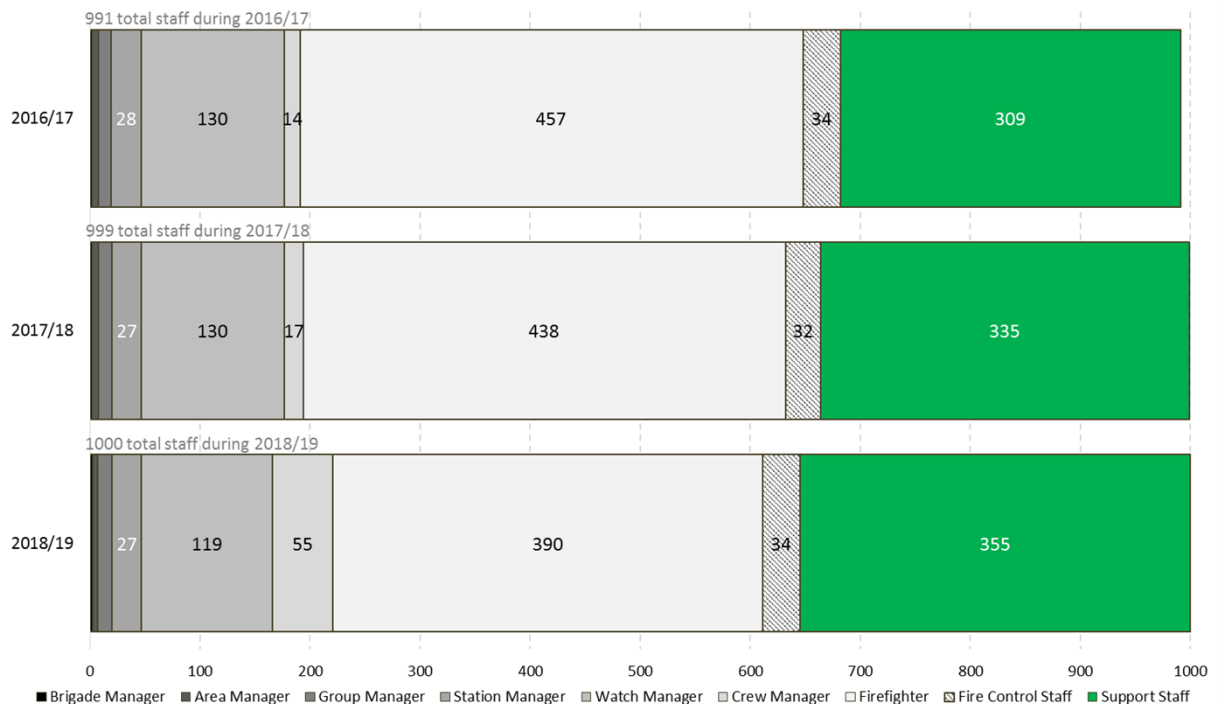


Chart 1 identifies that between 2016/17 and 2018/19, the total count of staff has increased slightly from 991 to 1000 employees, an increase of 9 or 1%.

The majority of staff employed by MFRA fall into two categories; Grey Book who are operational staff /Uniformed staff and Green Book staff who are support staff/non Uniformed staff .

Grey book staff have reduced with:

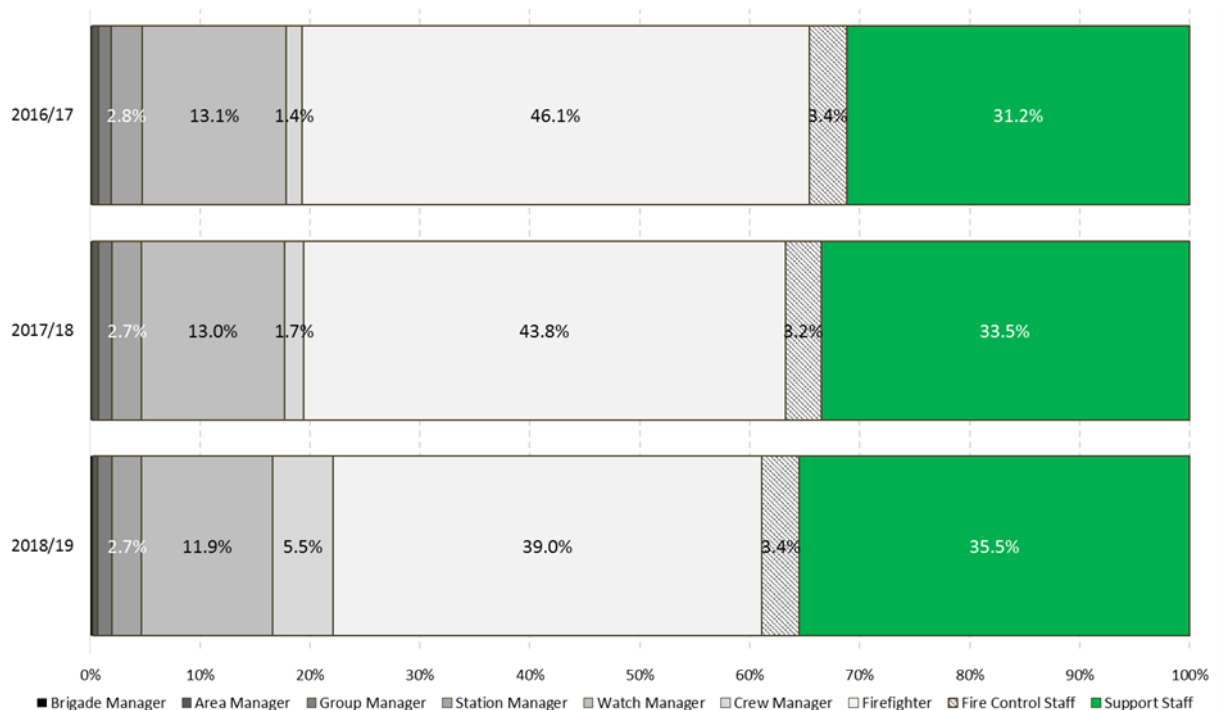
- Watch Managers falling from 130 during 2016/17 to 119 during 2018/19, a reduction of 11 or -8.5%.

- Fire-fighters fell from 457 during 2016/17 to 390 during 2018/19, however this reduction is due in part to the re-introduction of the Crew Manager Role (38 new Crew Managers) during 2018/19 and this accounts for the majority of this reduction.

The majority of reductions have been through retirements, staff leavers and reduction in posts in line with our Integrated Risk Management Plan to reduce overall staffing to meet the reductions in budgets. However with the introduction of the 2019 – 2021 IRMP Supplement, it is expected that the overall numbers of fire fighters will increase with the introduction of new working models and systems to fit around the increase in appliances.

Support Staff (Green book) increased in number from 309 during 2016/17 to 355 during 2018/19, an increase of 14.9% or 46 posts.⁶ There have been fewer retirements and a number of recruitment drives into planned growth areas such as: Protection, application development and apprenticeships.

Chart 2: Proportional Retrospective of Staffing at MFRA



⁶ These figures for Support staff will include part time/ job share roles and are based on headcount.

Chart 2 describes the overall breakdown of the staff at MFRA as a proportion of the total for each year. In summary, the following staff groups have been impacted most:

- Watch Managers fell from 13.1% during 2016/17 to 11.9% during 2018/19.
- Fire-fighters fell from 46.1% during 2016/17 to 39.0% during 2018/19. However this reduction in numbers is compensated by the increase in Crew Managers from 1.4% during 2016/17 to 5.5% during 2018/19 and the increase in retained contracts held by wholetime firefighters and supervisory managers.
- Support Staff have risen from 31.2% during 2016/17 to 35.5% during 2018/19.

Over the three year period, the proportion of Operational personnel as a whole fell from 65.4% to 61.1%.

5.2 Analysis of Protected Groups ⁷between 2016/17 and 2018/19.⁸

MF&RA has a set of five Equality and Diversity objectives see

http://www.merseyfire.gov.uk/asp/asp/pages/equality/pdf/Appendix_B_Equality_Objects_2017-2020.pdf.

Objective 1 is designed to Increase the diversity of our workforce and volunteers at all levels across the organisation and this will focus on providing Positive action in supporting BAME and female staff to apply for development and promotion as they are currently underrepresented in operational , supervisory and management roles.

Table 1: Retrospective Analysis of Protected Groups – All Staff

Criteria	2016/17	2017/18	2018/19	Difference	% Change
Total	991	999	1000	9	0.9%
Male	754	751	735	-19	-2.5%
Female	237	248	265	28	11.8%
Age >= 46	588	580	543	-45	-7.7%
% >= 46	59.3%	58.1%	54.3%		
Disability	11	11	17	6	54.5%
BAME	43	39	49	6	14.0%
LGBT	15	18	22	7	46.7%

Between 2016/17 and 2018/19 the count of male staff has fallen by 19 or -2.5%. By contrast the count of females shows an overall 11.8% increase in staffing. The increase in females in the workforce is in line with Equality Objective 1 which seeks to increase the diversity of our workforce and volunteers at all levels across the organisation.

Based on valid information for: Disability, Ethnicity and Sexual Orientation ⁹ , it is apparent that there have been increases in staffing for each characteristic.

⁷ The 9 protected groups as detailed in the Equality Act 2010 are, Sex, Age, Race, religion and belief, Disability, Maternity and Paternity, Gender reassignment, Sexual Orientation and Marriage and civil partnership

⁸ Further breakdowns by Role are found in Appendix C

⁹ Regarding Disability, Ethnicity and Sexual Orientation data, it is important to note that between 2014/15 and 2016/7 a self-service system for updating our personal records was introduced. This appears to have resulted in a reduction of approximately 55% of staff providing their equality monitoring information.

5.3 Workforce Profile by Gender 2018/19

Table 2: All Staff by position by gender

Role	Position	Total	Gender		
			Male	Female	% Female
Operational Staff	Brigade Manager	3	3	0	0.0%
	Area Manager	4	4	0	0.0%
	Group Manager	13	13	0	0.0%
	Station Manager	27	26	1	3.7%
	Watch Manager	119	116	3	2.5%
	Crew Manager	55	51	4	7.3%
	Firefighter	390	343	47	12.1%
	Sub Total	611	556	55	9.0%
Fire Control Staff	Group Manager	0	0	0	0.0%
	Station Manager	0	0	0	0.0%
	Watch Manager	9	0	9	100.0%
	Crew Manager	4	1	3	75.0%
	Firefighter	21	3	18	85.7%
	Sub Total	34	4	30	88.2%
Support Staff	Grades 12+	32	19	13	40.6%
	Grades 6-11	221	117	104	47.1%
	Grades 1-5	88	30	58	65.9%
	Apprentices	14	9	5	35.7%
	Sub Total	355	175	180	50.7%
Grand Total		1000	735	265	26.5%

When analysing gender, the following observations can be made:

- Overall, females make up 26.5% (265) of the total workforce at MFRA, an increase on the 23.9% seen during 2016/17.
- Operational staff have a gender split of 91% (556) males to 9% females (55), which is higher than the UK fire and rescue service female Firefighter average of 6.1%¹⁰.
- Control staff have a gender split of 88.2% (30) females to 11.8% (4) males. This is generally in line with sector averages, as fire control occupation has high levels of female staff working in those job roles¹¹.
- Support staff have a gender split of 50.7% (180) females to 49.3% (175) males. There are more females in the lower paid roles – including staff working grades 1-5 (65.9%, 58 out of 88). Within medium pay bands (grades 6-11) there is a difference in the male to female balance, with 47.1% (104 from 221) being female.

¹⁰ Source: FIRE STATISTICS TABLE 1103: Staff headcount by gender, fire authority and role – October 2018
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/748881/fire-statistics-data-tables-fire1103-oct2018.xlsx

¹¹ We will continue to support Positive Action for recruitment to increase the number of underrepresented applicants in various areas of Merseyside Fire & Rescue Service including, increasing the number of men within our Fire Control, and Recruitment of bi-lingual Business Safety Advisors

Benchmarking: Gender - MFRA against Home Office Operational Statistics 2018/19

Chart 3: Proportion of female staff

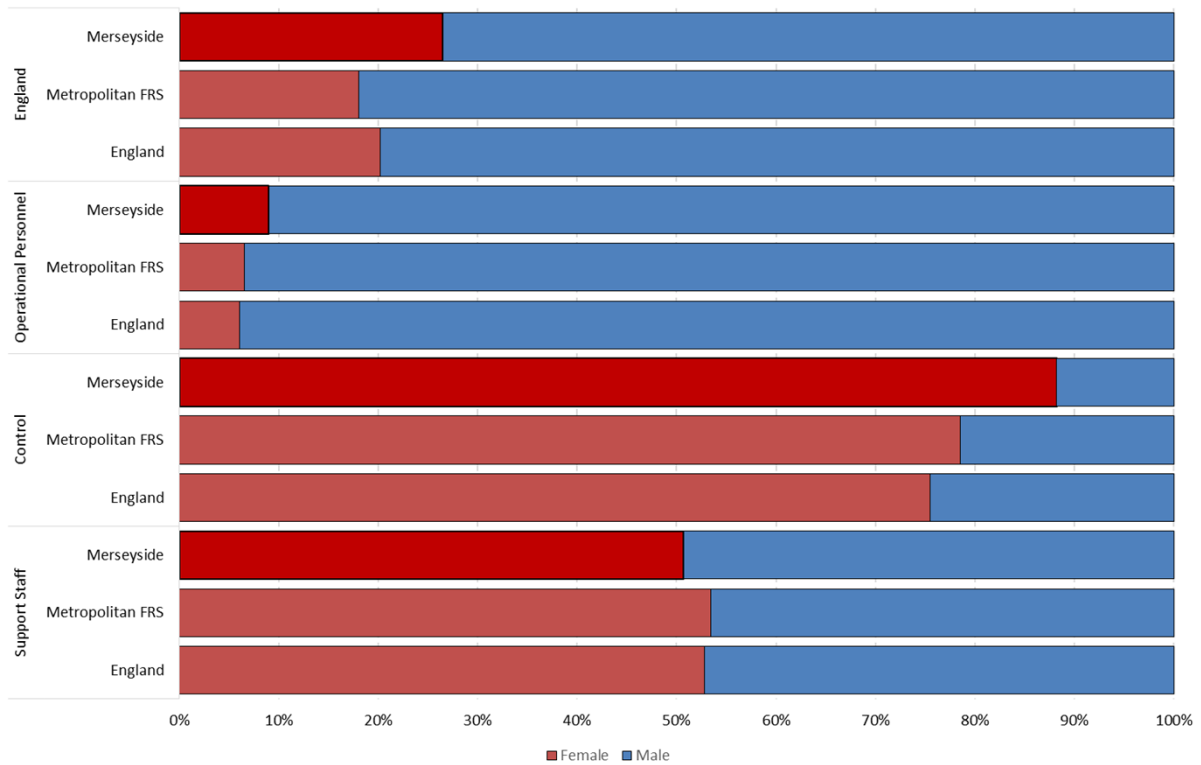


Chart 3 compares the proportions of female staff employed at MFRA against other Metropolitan FRS and England as a whole. The chart identifies that with the exception of Support Staff, there are higher proportions of females in roles at MFRA when compared to the benchmark figures.

Positive action in recruitment will continue to assist in attracting more women to apply for fire-fighter roles and progression to higher ranks. The introduction of the MFRA People Strategy and associated implementation plan will also focus on this priority.

5.4 Staff in Post: by Age 2018/19

Chart 4: All Staff by Age

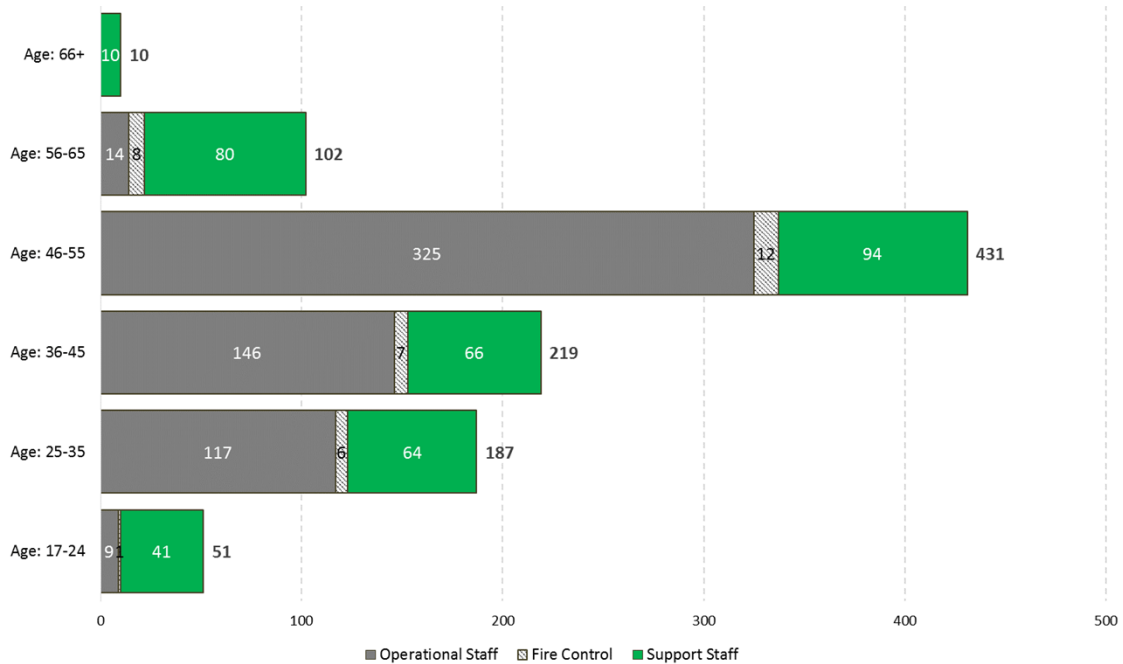


Chart 3 identifies that the majority of staff within MFRA (466 or 43.1%) belong to the 46-55 age group. As an overall picture, the chart identifies the staffing structure to ageing, with more personnel above the age of 46 than below.

In summary, the chart identifies the following:

- For Operational personnel, 53.2% (325) are aged 46-55, 23.9% (146) are aged 36-45 and 19.2% (117) are aged 25-35.
- Concerning Support Staff; the 46-55 age group accounts for 26.5% (94), followed by the 56-65 age group with 22.5% (80). 18.6% (66) of staff make up the 36-45 age group and 18% (64) make up the 25-35 group. For the 17-24 age group, Support staff make up the majority with 41 out of 51 employees.
- The majority of Fire Control staff belong to the 46-55 age group accounting for 35.3% (12) of total Fire control staff. The 56-65 age group accounts for 23.5% (8) of total Fire control staff.

MFRA has an ageing workforce and without significant operational recruitment in the last decade together with the removal of the default retirement age, this

could lead to a higher average age for employees at MFRA. Recent increases in firefighter recruitment and the consideration of Equality Impact Assessments for employment policies and workforce succession planning (as outlined in the People Strategy) will help to address this.

Benchmarking: Age - MFRA against Home Office Operational Statistics

Chart 5: Comparison of personnel at MFRA against Metropolitan FRS (Met) by age group and role

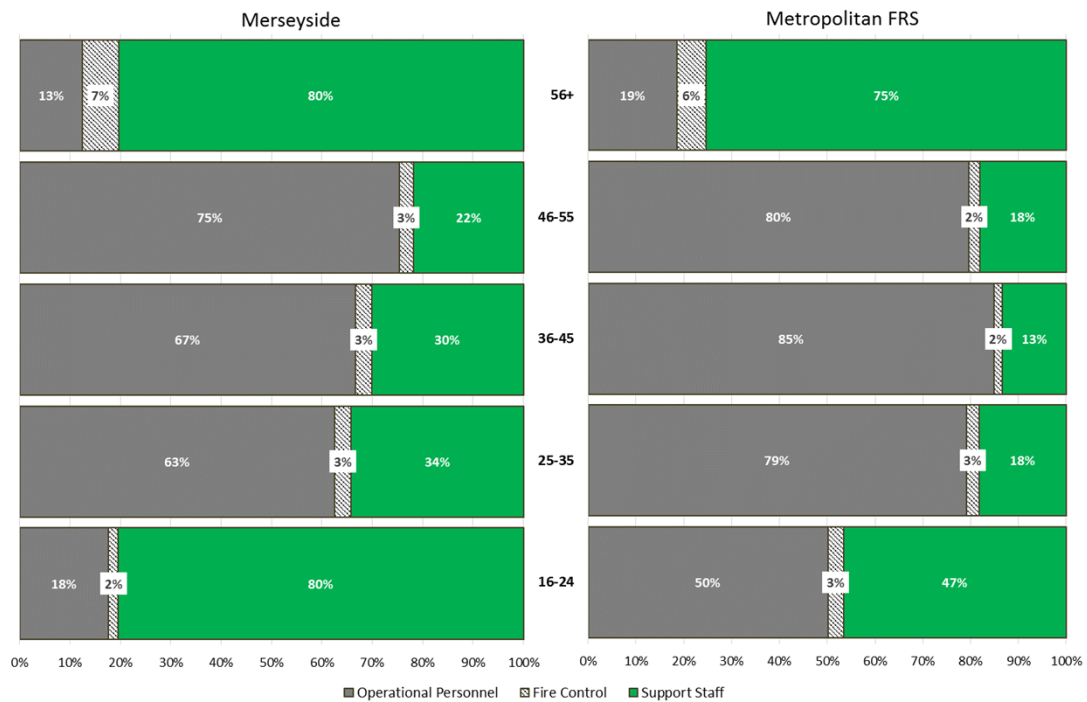


Chart 5 compares the age structure of MFRA against Metropolitan fire and rescue services. The chart shows that from an operational personnel perspective, there are far fewer operational personnel within the 16-24 age group at Merseyside than against the collective Metropolitan FRS, there is also proportionally slightly fewer operational personnel for other age groups at Merseyside than nationally.

Concerning Support Staff, Merseyside has proportionally more members of staff than the number that is seen in other Metropolitan FRS, particularly within the 16-24 age group.

Concerning Fire Control the proportions are similar for MFRS and the Metropolitan FRS.

5.5 Staff in Post: by Disability 2018/19

It is reported that 20% of the UK population are classed as having some form of disability whether visible or hidden. It is thought that many disabled people will not declare their disability for fear of victimisation or discrimination or they may be unaware that they are classed as having a disability under the Equality Act 2010.

It is therefore important to note that the MFRA figures in the following table may not be a true reflection of the total staff with a disability. For that reason, the Equality Act places a clear duty on employers and providers of goods and services to anticipate all types of disabilities and requires them to make adjustments to its employment and service practice to ensure that disabled people can participate fully in public life.

Table 3: All Staff Disability 2018/19

Role	Position	Yes	No	Not Stated	Total	% Valid Data
Operational Staff	Brigade Manager		3	0	3	100.0%
	Area Manager			4	4	0.0%
	Group Manager		6	7	13	46.2%
	Station Manager		15	12	27	55.6%
	Watch Manager	1	43	75	119	37.0%
	Crew Manager	1	23	31	55	43.6%
	Firefighter	2	139	249	390	36.2%
	Sub Total	4	229	378	611	38.1%
Fire Control Staff	Group Manager				0	0.0%
	Station Manager				0	0.0%
	Watch Manager		3	6	9	33.3%
	Crew Manager		1	3	4	25.0%
	Firefighter		7	14	21	33.3%
	Sub Total	0	11	23	34	32.4%
Support Staff	Grades 12+	1	15	16	32	50.0%
	Grades 6-11	9	100	112	221	49.3%
	Grades 1-5	2	40	46	88	47.7%
	Apprentices	1	10	3	14	78.6%
	Sub Total	13	165	177	355	50.1%
Total		17	405	578	1000	42.2%

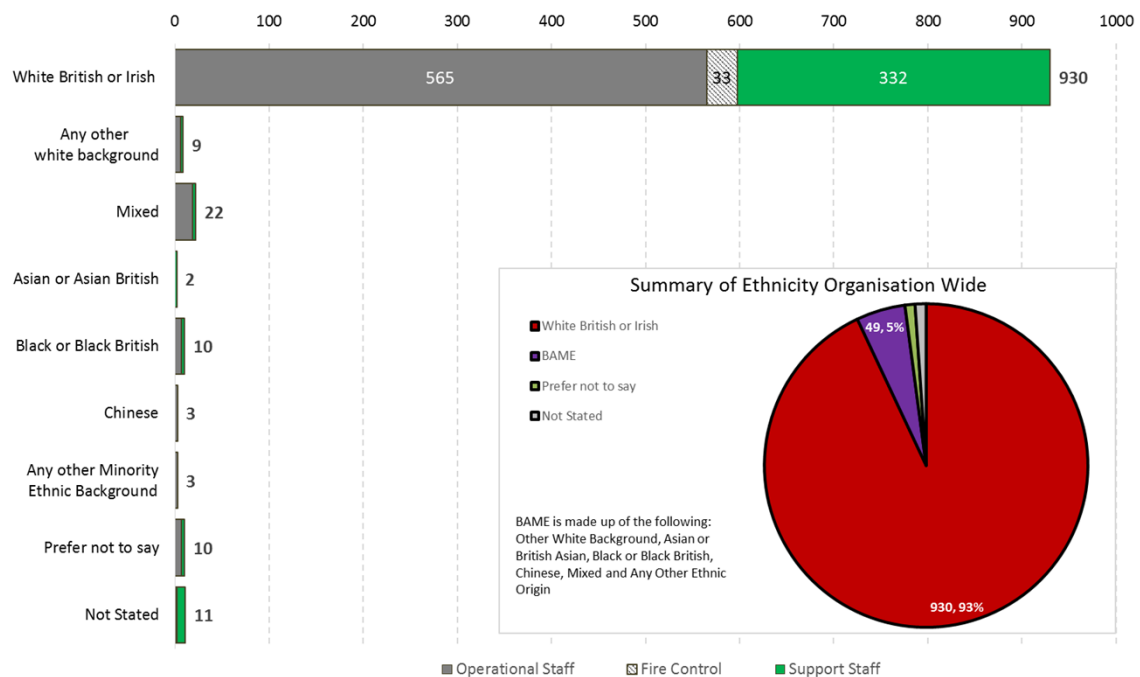
On face value, Table 3 identifies there are few members of staff (17, 1.7%) with a disability, with the majority primarily being support staff (8).

Of the total 1000 members of staff, 42.2% of the data is statistically valid (with staff having completed their equality and diversity monitoring data on My View) however when compared to 2017/18, this is an improvement in data quality as only 34.7% of data was valid.

Based on the valid data, the proportion of disabled members of staff is 4.1% - which is much lower than the Merseyside figures for eligibility for disability living allowance at 21.7% (source DFWP-2008) and the Census 2011 disability data with 20%.

5.6 Staff in Post: by Ethnicity 2018/19

Chart 6: Distribution of Ethnicity by Generic role¹²



The figures show that 93% (930) of staff at MFRA are of White British or Irish origin, with 5% (49) being BAME – this is a 25% increase on 2017/18’s figures and only slightly below the Merseyside BAME population figure at 5.5% (Census 2011). There were 10 staff members who preferred not to state their ethnicity and a further 11 who did not provide any data.

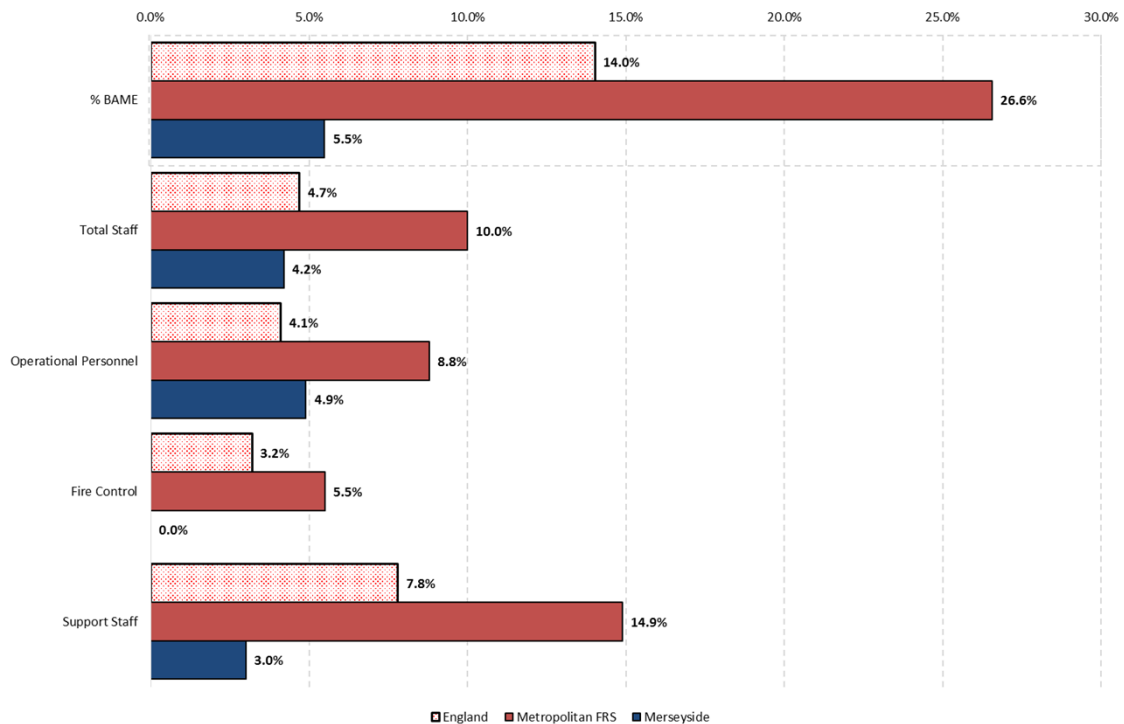
Table 4: Black, Asian and Minority Ethnic by Group

Role	Other white background	Mixed	Asian or Asian British	Black or Black British	Chinese	Other Minority Ethnic Background
Operational Staff	6	19	0	7	3	3
Fire Control	0	0	0	0	0	0
Support Staff	3	3	2	3	0	0
Total	9	22	2	10	3	3

¹² For a breakdown of Ethnicity by Rank, please refer to Appendix C

Benchmarking: BAME- MFRA against Home Office Operational Statistics

Chart 7: Comparison of BAME¹³ workforce proportions



The chart identifies that in all roles Merseyside has proportionally fewer BAME personnel when compared to the Metropolitan and English FRS. However on face value this is misleading as Merseyside has a far lower BAME population than many areas of England. Therefore when the proportion of BAME employees is compared to the actual local BAME population it is apparent that Merseyside is closer to achieving parity than either the Metropolitan or English FRS as a whole.

¹³ Based on Census 2011 data

5.7 Staff in Post: by Sexual Orientation 2018/19

Table 5: All Staff Sexual Orientation

Role	Position	Total	Hetero-sexual	Gay/ Lesbian	Bisexual	Other	Prefer not to say	No Data
Operational Staff	Brigade Manager	3	3					0
	Area Manager	4						4
	Group Manager	13	5					8
	Station Manager	27	9		1		2	15
	Watch Manager	119	32				4	83
	Crew Manager	55	18	1	1		2	33
	Firefighter	390	127	9	4	1	11	238
	Sub Total	611	194	10	6	1	19	381
Fire Control Staff	Area Manager							
	Group Manager							
	Watch Manager	9	1					8
	Crew Manager	4					1	3
	Firefighter	21	13					8
	Sub Total	34	14	0	0	0	1	19
Support Staff	Grades 12+	32	14					18
	Grades 6-11	221	114	2	1	1	3	100
	Grades 1-5	88	50		1		4	33
	Apprentices	14	11				3	
	Sub Total	355	189	2	2	1	10	151
Total		1000	397	12	8	2	30	551
% of total response			39.7%	1.2%	0.8%	0.2%	3.0%	55.1%
% of valid data (count = 449)			88.4%	2.7%	1.8%	0.4%	6.7%	

Including prefer not to say, 44.9% (449) of staff have declared their sexual orientation; however, this is an improvement on 2017/18, where 37.3% of staff declared their sexual orientation.

If only valid data is taken into account (i.e. where sexual orientation has been declared) this is a total of 449 employees (again including prefer not to say). Of this, 88.4% (397) are heterosexual, with 2.7% of staff being Gay/Lesbian.

Employees who preferred not to say what their sexual orientation was accounted for 6.7% of the valid responses.

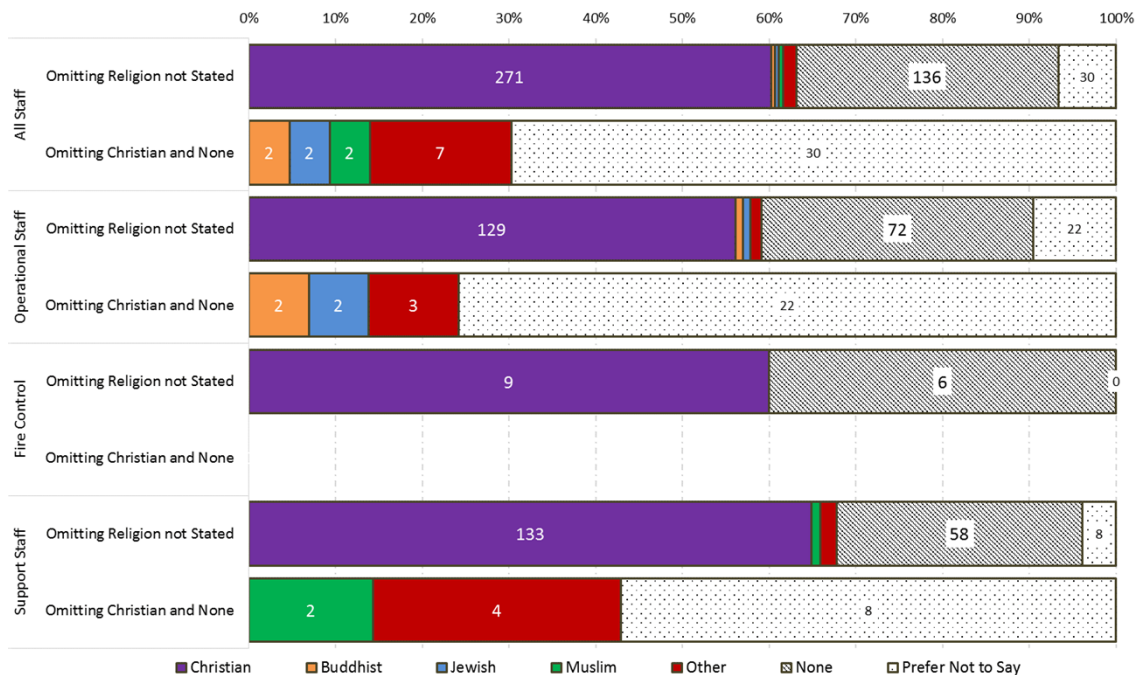
The average “prefer not to say” is at 3% which is lower than the census figures

5.8 Staff in Post: by Religion/Belief and No Belief

Of the 1000 members of staff¹⁴, 450 or 45% provided their religious / belief information, an improvement on 2017/18 where 37.5% of MFRA staff provided this data. Based on valid responses, 271 (60.2%) were Christian, with 136 (30.2%) having no religion. Minority religions including: Judaism, Buddhism and Islam, account for 13 (2.9%) staff¹⁵. There were 30 members of staff who preferred not to state what their religion was.

As 55% of respondents did not state their religion, the data is inconclusive, and therefore difficult to draw any conclusions in line with 2011 Census data.

Chart 8: Proportion and counts of valid Religion / Belief data by role



Based on valid data, the following analysis is made by staff groups and their religion/no religion:

- Concerning operational staff there were 230 valid responses, of which: 129 (56.1%) are Christian, with 72 (31.1%) having no religion. Minority religions including: Judaism, Buddhism and Islam account for 7 (3%) and Prefer Not to Say accounted for 22 (9.6%).

¹⁴ For a breakdown of Religion by Rank, please refer to Appendix C

¹⁵ No Hindus or Sikhs submitted religion / belief data.

- For Fire Control there were 15 valid responses, of which: 9 (60%) are Christian, with 6 (40%) having no religion. There were no other reported minority religions / prefer not to say in the Fire Control data.
- For support staff, there were 205 valid responses, of which: 133 (64.9%) are Christian, with 58 (28.3%) having no religion. Including “other”, minority religions including Judaism, Buddhism and Islam account for 6 (2.9%) and Prefer Not to Say accounted for 8 (3.9%) members of staff.

5.9 New Starters 2018/19

During 2018/19 MFRA recruited a total of 113 new members of staff with 51 being operational personnel, 7 for Fire Control and 55 support staff (including 11 apprentices).

Table 6: Breakdown of New Starters by Gender

Role	Position	Total	Gender		
			Male	Female	% Female
Operational Staff	Brigade Manager	0	0	0	0.0%
	Area Manager	0	0	0	0.0%
	Group Manager	0	0	0	0.0%
	Station Manager	0	0	0	0.0%
	Watch Manager	6	6	0	0.0%
	Crew Manager	5	4	1	0.0%
	Firefighter	40	33	7	17.5%
	Sub Total	51	43	8	15.7%
Fire Control Staff	Group Manager	0	0	0	0.0%
	Station Manager	0	0	0	0.0%
	Watch Manager	0	0	0	0.0%
	Crew Manager	0	0	0	0.0%
	Firefighter	7	1	6	85.7%
	Sub Total	7	1	6	85.7%
Support Staff	Grades 12+	1	0	1	100.0%
	Grades 6-11	27	18	9	33.3%
	Grades 1-5	16	7	9	56.3%
	Apprentices	11	7	4	36.4%
	Sub Total	55	32	23	41.8%
Total		113	76	37	32.7%

Table 6 identifies that the majority of new whole-time fire-fighters were male, however the percentage of female new recruits for operational staff is 15.7% and higher than the average.

Chart 9: Breakdown of New Starters by Age

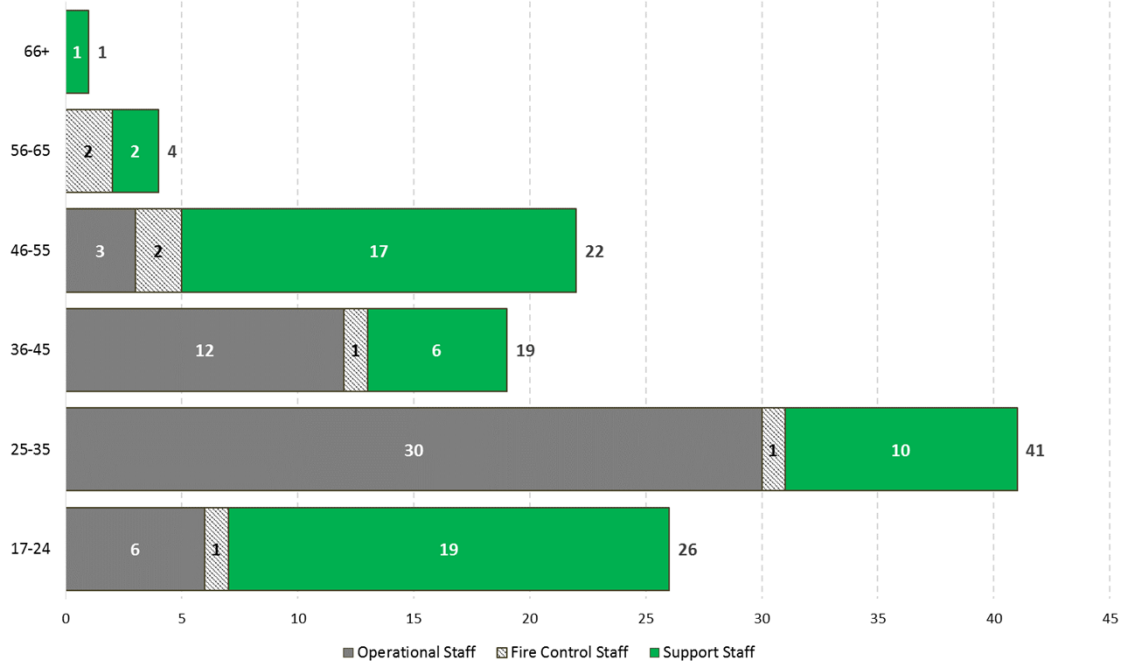


Chart 9 identifies that the majority of new recruits were between the ages of 25-35 with 41 in total - 30. Concerning support staff, the majority of new starters belong to the 17-24 age group (19 of the 26) which includes 11 apprentices.

Table 7: Breakdown of New Starters by Ethnicity

Ethnicity	Operational Staff	Control Staff	Support Staff	Total
White British or Irish	45	6	48	99
Any Other White	0	0	1	1
BAME	5	0	1	6
PNTS	1	0	2	3
No Data	0	1	3	4
Total	51	7	55	113

There were 7 new starters that were either: Any Other White or BAME (Black Asian Minority Ethnic), of which 5 were Operational Staff and 2 were Support Staff. Overall 99 of the 113 new recruits were White British or Irish.

5.10 Staff Leavers 2018/19

During 2018/19 there were 112 staff leavers, this is an increase on 2017/18 when 80 individuals departed.

Table 8: Breakdown of Leavers by Gender

Role	Position	Total	Male	Female
Operational Staff	Brigade Manager	1	1	
	Area Manager	1	1	
	Group Manager	3	3	
	Station Manager	5	5	
	Watch Manager	21	21	
	Crew Manager	2	2	
	Firefighter	40	37	3
	Sub Total	73	70	3
Control Staff	Group Manager	0		
	Station Manager	0		
	Watch Manager	1		1
	Crew Manager	0		
	Firefighter	4		4
Sub Total	5	0	5	
Support Staff	Grades 12+	4	2	2
	Grades 6-11	19	14	5
	Grades 1-5	7	3	4
	Apprentices	4	3	1
	Sub Total	34	22	12
Total		112	92	20

During 2018/19 there were 112 leavers, with 92 being male and 20 being female. The majority of leavers were Operational staff accounting for 65.2% (73) of overall leavers, with 3 leavers being female. For Fire Control staff there were 5 leavers – all of which were female and for Support Staff there were 34 leavers, with 22 being male.

Concerning operational staff roles; 40 leavers (54.8%) were fire-fighters and 21 (28.8%) were Watch Managers. Taking support staff into consideration the majority of leavers were in the Grades 6 -11, where 19 individuals left the organisation.

Chart 10: Leavers by generic role and age

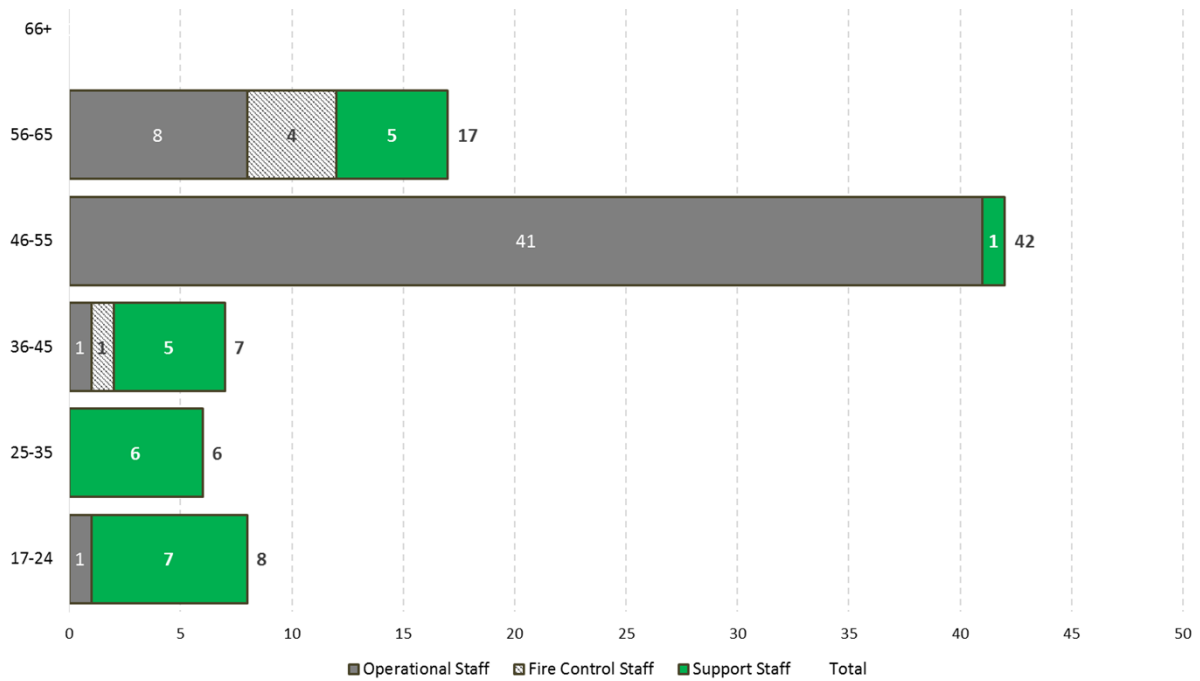
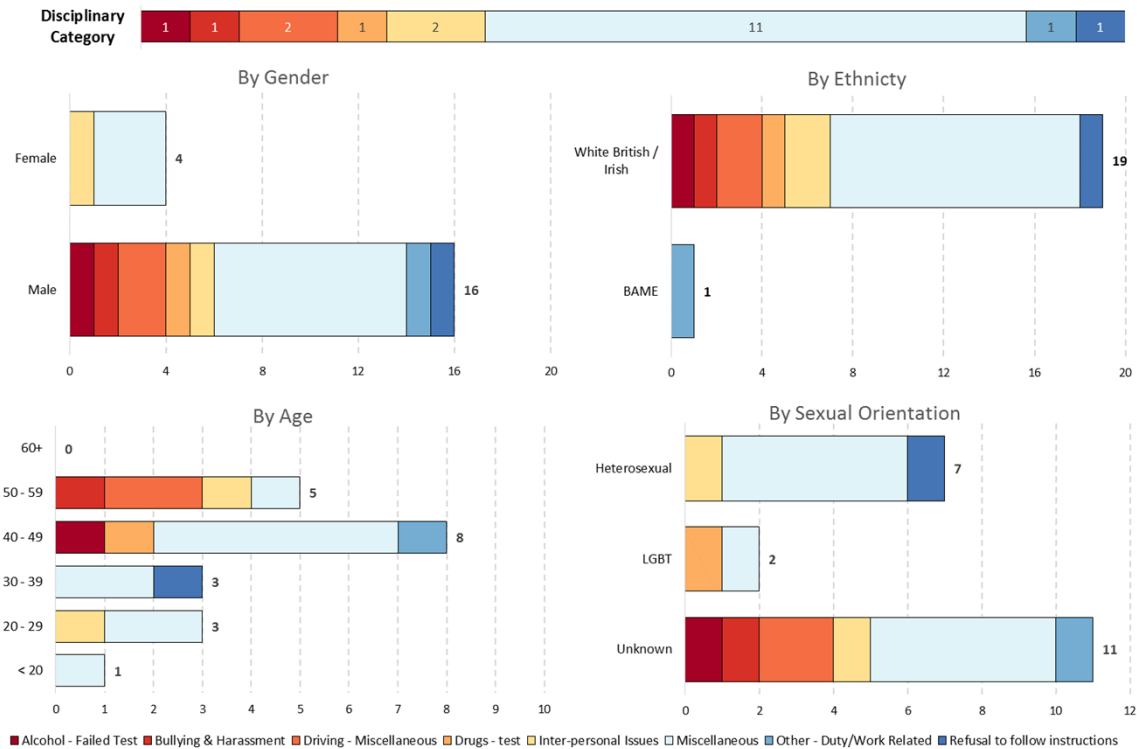


Chart 10 provides an overview of leavers by age group. The chart identifies that for operational staff the majority of leavers were in the 46-55 age range – likely linked to retirement ages for grey book staff. Fire control staff leavers were mainly in the 56-65 age group – again this is likely to be linked to retirement. Support staff leavers tended to be in the younger age groups between 17-24 and 25-35.

5.11 Discipline cases 2018/19

During 2018/19 there was a total of 20 disciplinary cases, this was a reduction on 2017/18, where 33 took place. The following section analyses this data by: gender, age, ethnicity and sexual orientation - as well as reference to the reasons and outcomes from the disciplinary.

Chart 11: Disciplinary cases by cause and protected characteristic

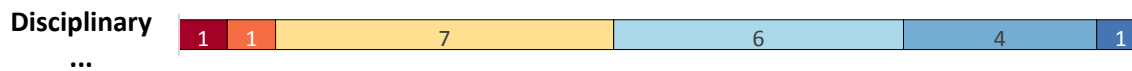


During 2018/19, there was a total of 20 disciplinary cases, the majority being Miscellaneous with 11. The next most common disciplinary issues were Inter Personal Issues and Driving related with 2 each. Alcohol – Failed Test, Bullying and Harassment, Drugs Test, Refusal to follow instruction and other all resulted in 1 case each.

Of the 20 disciplinary cases, 16 (80%) were male and 4 (20%) were female. When disciplinary cases are grouped by age, 1 case involved an individual who was less than 20 years, 3 cases involved both 20-29 and 30-39 year olds, 8 cases involved 40-49 year olds and 5 cases involved 50-59 year olds. There were no disciplinary cases affecting individuals above the age of 60.

The vast majority of people who entered the disciplinary process (19 or 95%) were White British / Irish, 1 was from BAME ground. Concerning sexual orientation, the majority of the data was missing, as 11 of the 20 individuals did not state their sexual orientation. Of the remaining data, 7 were heterosexual and 2 LGBT.

Chart 12: Disciplinary cases by outcome and protected characteristic

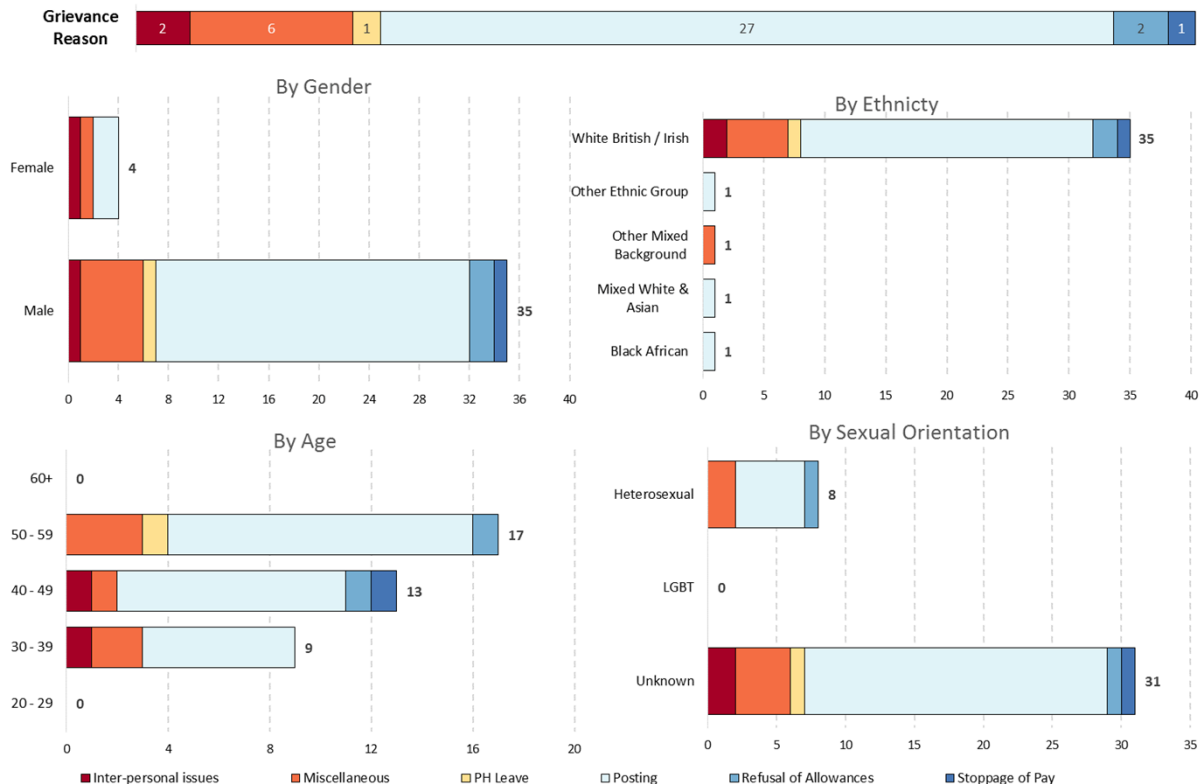


Concerning outcomes: 1 staff member was issued with a Final Written Warning, 7 were informally resolved, 1 required first written warning. There were 4 Personal Development plans issued, and 1 resignation. There are 6 ongoing disciplinary investigations that commenced in 2018/19. Of the female members of staff, the disciplinary matters were resolved Informally.

5.12 Grievance Cases 2018/19

During 2018/19 there were 39 grievance cases raised, this is an increase on 2017/18, when there were 19. The following section analyses this data by: gender, age, ethnicity and sexual orientation - as well as reference to the reasons and outcomes from the grievance.

Chart 13: Grievances by cause and protected characteristic



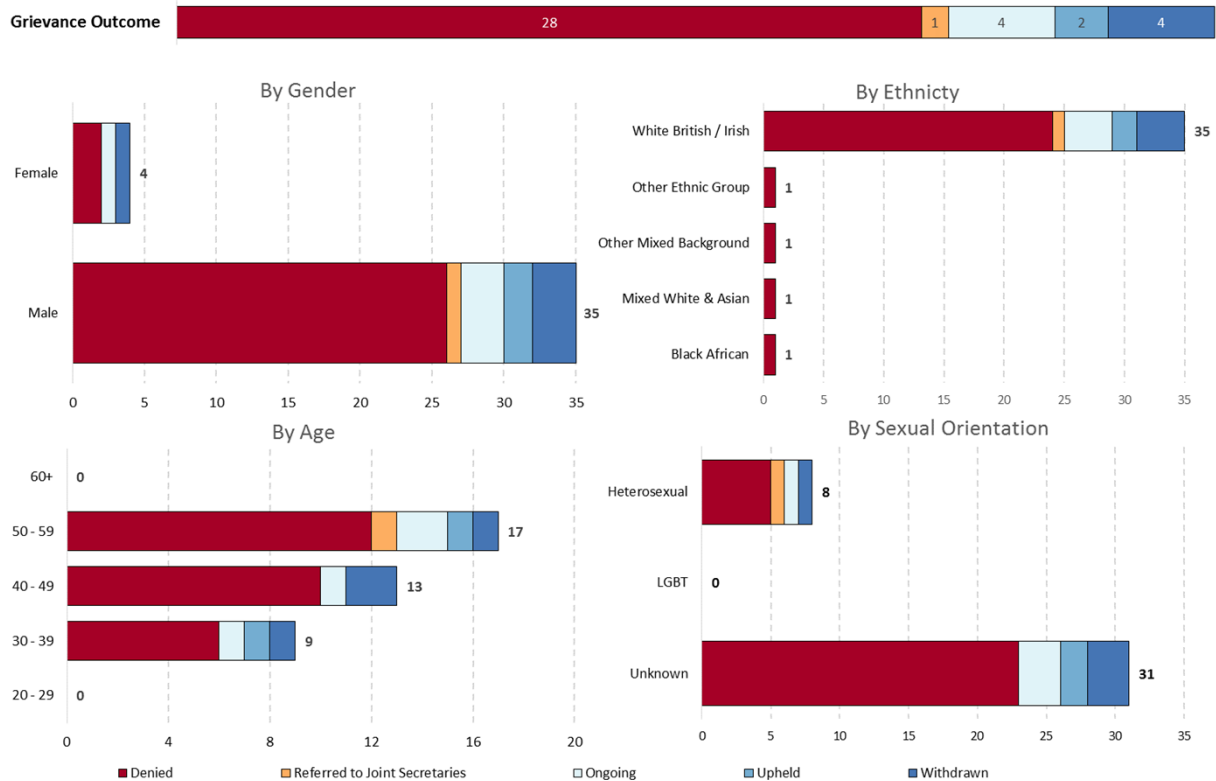
During 2018/19, there was a total of 39 grievances, with the majority being related to posting (27) and this was a collective grievance. The next most common grievance was Miscellaneous with 6. Inter Personal Issues and Refusal of Allowances resulted in 2 grievances each. PH Leave and stoppage of pay both resulted in 1 case each.

Of the 39 grievances the majority involved males (35). When grievances are split by age, 9 cases involved 30-39 year olds, 13 cases involved 40-49 year olds and 17 cases involved 50-59 year olds. There were no grievances involving individuals between the ages of 20-29 and above the age of 60.

Taking ethnicity into accounting, 35 grievances were raised by individuals who were White British / Irish and 4 were BAME.

Concerning sexual orientation, the majority of the data was invalid. Of the valid data, 8 were heterosexual.

Chart 14: Grievance Outcomes by Protected Characteristic



Concerning outcomes, 28 of the 39 were denied, 4 were either withdrawn or are still ongoing, 2 were upheld and 1 was referred to Joint Secretaries.

Of the female grievances, 2 have been denied, 1 has been withdrawn and 1 has still ongoing. Of the BAME personnel, all grievances have been denied.

Looking at the proportion of cases by protected groups (4 cases female and 1 case BAME) as a % of the overall staff in those groups they are well below the average when compared to Male and White British cases

5.13 Employment Tribunals 2018/19

Table 9: Employment Tribunals during 2018/19

No of Claimants	Nature of Claim	Outcome	Notes
National (all FRAs')	Sexual discrimination	Ongoing	Pension issues, ongoing appeals by FRA's, LGA and Government to Supreme Court
1	Unfair Dismissal	Ongoing	Preliminary Hearing March 2019
33 (Collective Claim)	Working Time	Ongoing	Hearing Scheduled for April 2019

The judgements of those employment tribunal claims for discrimination found against the Authority during 2018/19.

5.14 Career Breaks 2018/19

During 2018/19 there were 9 career break requests, this was an increase on 2017/18, where 6 requests were received. The breakdown is as follows:

- All 9 requests were accepted
- Requests were made by 2 males and 7 females.
- Concerning ethnicity, all applicants were White British.
- Concerning religion / belief, 5 were Christian, 2 having no religion and 2 not stated.
- Concerning sexual orientation, all 9 were heterosexual.
- There were no disabilities.

5.15 Flexible Working Applications 2018/19

In total during 2018/19 there were 21 applications for Flexible Working. Of this total, 15 were female and 6 were male. Of the female applicants, 14 were accepted and 4 of the male applicants were also accepted.

Concerning other protected characteristics, 16 applicants were reported as not being disabled, with 5 being unknown. When sexual orientation is taken into consideration, 16 applicants were reported as heterosexual, with 5 being unknown. Concerning Ethnicity, 18 were White British, 2 preferred not to say and 1 was unknown.

5.16 Maternity Leave

Table 10 Periods of Maternity Leave 2016/17 – 1st Quarter 2019/2020

Year	Uniformed	Non-Uniformed	Control
2016/17	2	7	
2017/18	1	6	
2018/19	3	10	1
2019/20		1	

Table 10 above shows that over the last 3 years, 28 staff have taken maternity leave, of which 3 staff have had 2 periods of maternity leave. In all cases staff returned to their roles following their maternity leave some used the flexible working policy to help balance their work/life/caring responsibilities.

5.17 Gender pay gap as at 31.3.2019

The Gender pay gap reporting obligations are now included in the Public Sector Equality Duty (PSED). The deadline for all organisations to publish is 30th March 2019 (reporting on data taken as at 31st March 2018). ([click here for previous report](#)). This section reports on our third gender pay gap exercise which is in relation to data taken as at 31st March 2019.

Gender pay gap calculations for MFRA as at 31/03/2019

Gender pay gap figures are based on a total of 847¹⁶ staff in scope for this gender pay exercise, 623 (73.6%) were male and 224 (26.4%) were female.

Measure 1: Mean gender pay gap

This measure is the difference between the mean (average) hourly rates of pay for male and female full pay relevant employees

Table 11: Mean gender pay gap

Staff group	Male hourly pay £	Female hourly pay £	Pay gap £	Pay gap %	2017/18 Pay Gap
All staff	£15.39	£13.59	-£1.80	-11.7%	-11.7%
Operational Staff (inc Fire Control)	£15.57	£13.84	-£1.73	-11.1%	-11.8%
Support staff	£14.82	£13.48	-£1.34	-9.0%	-9.2%

Across the organisation, the mean gender pay gap is -11.7% or £1.80 per hour. For operational staff only the gap is -11.8% and for support staff the gap is narrower at -9.0%.

When the 2018/19 gender pay gap is compared to the previous year the table identifies that overall the gender pay gap has stayed the same -11.7%. For

¹⁶ A number of employees weren't included in the Gender Pay Gap Figures because they were not "Full Pay Relevant" to be included in the Gender Pay Gap calculations- guidance provided by Gov.uk.

This means that, an individual did not receive a full month's salary for the reporting period –see detailed examples below.

- Staff who joined the service part way through the pay period
- Staff who left the service part way through the pay period
- Staff in receipt of childcare vouchers
- Staff on maternity leave
- Staff with deductions for unpaid leave / jury service
- Staff with deductions for half/no pay due to sickness

There is also criteria set that states organisations can only include full time staff pay - this impacts on operational roles where part time contracts are taken by full time staff and reduces figure of staff in scope for the gender Pay Gap Calculations

support staff the gap marginally improved from -9.2% during 2017/18 to -9.0% during 2018/19. For operational staff, the gender pay gap improved from -11.8% during 2017/18 to -11.1% during 2018/19.

It is possible that this may be due to typically longer service for men and incremental pay rises as a result. Research suggests that women may take longer to reach the top of their grade if they take time out for maternity, adoption or career breaks, for example. The impact of having low number of female staff at higher grades also has an important bearing on the overall Gender Pay gap for operational staff and this is being addressed through our Equality Objective 1 – in relation to Positive Action and the People Strategy.

Measure 2. Median gender pay gap

This is the difference between the median hourly rate of pay of male and female full-pay relevant employees.

Table 12: Median gender pay gap

Staff group	Male hourly pay £	Female hourly pay £	Pay gap £	Pay gap %	2018/19 Pay Gap
All staff	£14.25	£13.56	-£0.69	-4.8%	-3.9%
Operational Staff (inc Fire Control)	£14.25	£14.22	-£0.03	-0.2%	-0.1%
Support staff	£13.94	£12.65	-£1.29	-9.2%	-9.2%

When compared to the mean gender pay gap, the difference between male and female staff is much narrower, with a -4.8% difference at a MFRA level, a -0.2% difference for operational staff and -9.2% difference for support staff. The UK median gender pay gap using Office of National Statistics data shows the average median pay gap for all employees was 8.6% during 2018¹⁷.

Measure 3. Mean Bonus gap

This is the difference between the mean bonus paid to male relevant employees and that paid to female relevant employees. This measure is not applicable as there are no bonus payments made to MFRA staff.

¹⁷ <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/genderpaygapintheuk/2018>

Measure 4. Median bonus gap

This is the difference between the median bonus paid to male relevant employees and that paid to female relevant employees. This measure is not applicable as there are no bonus payments made to MFRA staff.

Measure 5. Bonus proportions

The proportions of male and female relevant employees who were paid bonus pay during the relevant period. This measure is not applicable as there are no bonus payments made to MFRA staff.

Measure 6. Quartile pay bands

The proportions of male and female full-pay relevant employees in the Lower (1), Lower Middle (2), Upper Middle (3) and Upper (4) quartile pay bands.

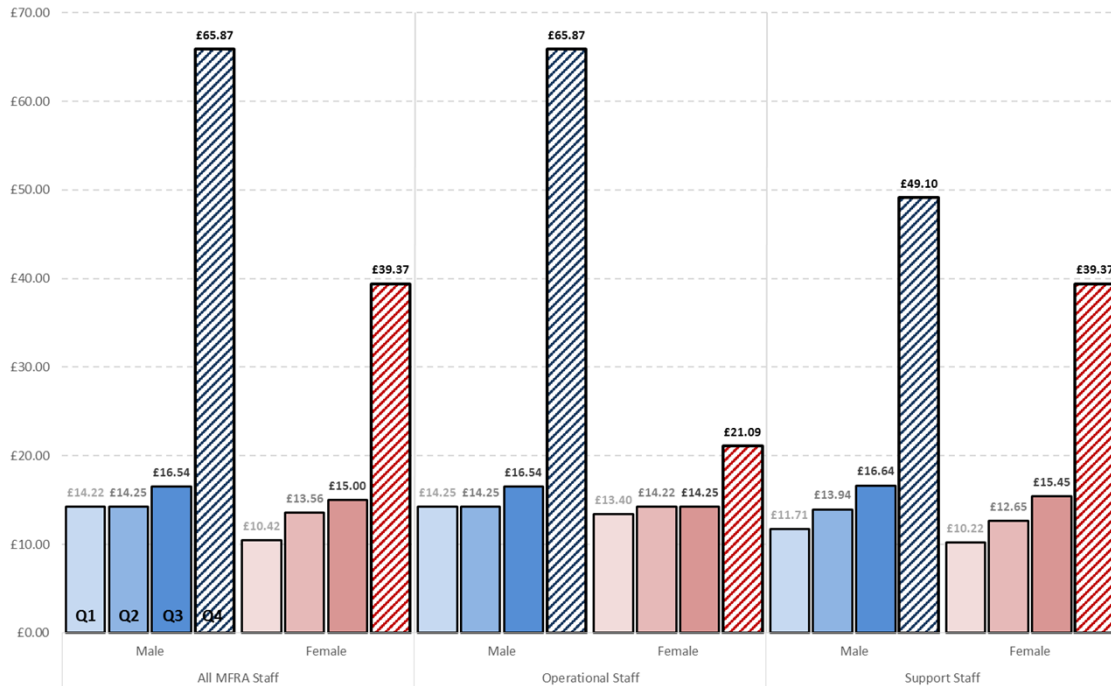
Table 13: Quartile pay bands

Quartile pay Bands	From hourly rate £'s	To hourly rate £'s	# of males	%	# of females	%
1. Lower	£4.20 ¹⁸	£13.23	105	49.76%	106	50.24%
2. Lower Middle	£13.23	£14.25	164	77.36%	48	22.64%
3. Upper Middle	£14.25	£16.19	178	83.96%	34	16.04%
4. Upper	£16.19	£65.87	176	83.41%	36	17.06%

The table identifies that within quartiles 2 (Lower Middle) and 3 (Upper Middle), the hourly rates are very similar suggesting that parity is close between male and female staff. Within the Lower quartile there is a sizeable gap in hourly rate of £9.03, this however is magnified in the Upper quartile (where there is a gap of £49.68).

¹⁸ There are a number of people paid between £4.20 and £8.20 depending on the nature of their apprenticeship and their age. The minimum hourly rate for a non-apprentice is £8.98

Chart 15: Quartile Analysis of Pay Equality



In summary Chart 15 provides the following:

- For all MFRA staff; within quartile 1, there is a difference of £3.80 between male and female staff, this discrepancy is due to skewing from male fire-fighters within the first quartile, who's pay is greater than male support staff who are also in the 1st quartile. Had there been more female fire fighters then this discrepancy wouldn't be as pronounced. Within quartile 2, the difference is £0.69 and quartile 3 the difference is £1.54.
- For all MFRA staff, data suggests that male pay levels tend to be more consistent than female; with a lower interquartile range of £2.32 for males, against £4.57 for females. This is logical as the single largest group of employees at MFRA are male fire-fighters, accounting for 556 members of staff or 55.6% overall.
- For operational staff, there are small variations between quartiles 1 to 3, the interquartile range for males is £2.29 and for females it is £0.86.
- For support staff, there is a moderate difference between males and females in quartile 1 of £1.49 per hour. The interquartile range for males is £4.19 and for females, it is £5.23. This identifies that for female staff there are larger differences in pay, with more part time / lower paid roles that females occupy.

6.18 Princes Trust participants 2018/19

In total during 2018/19 there were 184 attendees on Princes Trust courses operated by Merseyside Fire & Rescue Service, an increase on 2017/18 when there were 116 attendees. The following section analyses the protected characteristics of these attendees.

- Concerning gender, 129 (70.1%) attendees were male, with 55 (29.9%) being female – a slight reduction on 2017/18 when 31.9% of attendees were female.
- There were 59 attendees between the ages of 16-18 and 125 above the age of 19.
- The majority of attendees were White British (169, 91.8%), BAME attendees accounted for 6 attendees or 3.3%. There were 9 attendees who failed to provide their ethnicity.
- The majority of attendees had no religion (102), Christians of various denominations accounted for 43 attendees, minority religions accounted for 2, there was 1 atheist and 25 preferred not to say. Religion data was unavailable for 11 attendees.

6.19 Fire Cadets 2018/19

During 2018/19, there was a total of 46 individuals who enrolled with Fire Cadets, a reduction on the 62 attendees during 2017/18. As such the following is true:

- 16 year olds made up the simple majority of attendees with 14 (30.4%). This was then followed by 14 and 15 year olds with 12 each, 13 year olds with 3 attendees and 17 year olds with 4 attendees.
- 37 (80.4%) of the attendees were male, with 9 being female
- 39 (84.8%) of the attendees were White British, with 7 being BAME.
- Concerning disability, 1 (19.4%) attendee had a disability.

6.20 Volunteers 2018/19

During 2018/19, there were a total number of 39 volunteers with the following characteristics:

- Concerning gender, 64.1% (25) were male and 35.9% (14) were female. A slight increase on 2017/18 where 31% were female
- The majority of volunteers 41% (16) were in the 22-30 age group. Followed by the 18-21 age group with 23.1% (9), then the 31-40 age group with 18% (7) volunteers and 41-60 age group with 12.8% (5) volunteers. There was a single volunteer in each of the 51-60 and 60+ age groups.
- Based on valid data, 23 of the volunteers were White British – the remainder being unknown.
- The number of volunteers who have declared a disability is 15.4%, (6).

Appendices

Appendix A: The Equality Act and Public Sector Equality Duties

The Equality Act and Public Sector Equality Duties Impact on Merseyside Fire and Rescue Authority

The Equality Act became law in October 2010. It streamlines over 110 pieces of anti-discrimination legislation (such as the Race Relations Act 1976 and the Disability Discrimination Act 1995) and ensures consistency in what is needed in employment to make the workplace a fair environment and to ensure that public services are designed without discrimination or unfavourable treatment. The Public Sector Equality Duty (PSED) came into force on 5 April 2011 and replaces all previous separate equality duties for: race, disability and gender.

The PSED consists of a **general duty**, with three main aims (set out in section 149 of the Equality Act 2010) and **specific duties** (set out in the secondary legislation that accompanies the Act). The specific duties are intended to assist public bodies to meet the general duty.

The PSED covers the following protected characteristics, which are the grounds upon which discrimination is unlawful:

- age
- disability
- gender reassignment
- pregnancy and maternity
- race - this includes ethnic or national origin, colour or nationality
- religion or belief - this includes lack of belief
- sex
- sexual orientation

It is also unlawful to discriminate on the grounds of marriage and civil partnership in respect of employment only.

General duty

The general duty has three aims. It requires MFRA to have 'due regard' to the need to:

1. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
2. Advance equality of opportunity between people from different groups.

This involves considering the need to:

- a. remove or minimise disadvantages suffered by people due to their protected characteristics
 - b. meet the needs of people with protected characteristics
encourage people with protected characteristics to participate in public life or in other activities where their participation is low
 - c. foster good relations between people from different groups. This involves tackling prejudice and promoting understanding between people from different groups.
3. In order to demonstrate 'due regard', MFRA must consider the three aims of the general duty when making decisions as an employer and provider of fire and rescue services; for example, when:
 - a. developing, evaluating and reviewing policies
 - b. designing, delivering and evaluating services, including fire and rescue provisions
 - c. commissioning and procuring services from others

To comply with the general duty, public bodies may treat some people more favourably than others, as far as this is allowed by UK and European anti-discrimination law.

The General duty also explicitly recognises that disabled people's requirements may be different from those of non-disabled people. MFRA is required to take account of disabled people's impairments and must make reasonable adjustments for disabled people.

Specific Duties

The PSED is supported by specific duties. In England, these commenced on 10th September 2011. The specific duties aim to help public bodies to perform

better in meeting the public sector equality duty. The focus of the specific duties is transparency in how public bodies are responding to the equality duty. It is important to note that MFRA must meet both the equality duty and the specific duties - it is not enough to meet the specific duties alone.

There are three specific duties that MFRA has to demonstrate compliance with, as follows:

1. **Publication of information** – to publish – at least annually, information to demonstrate its compliance with the equality duty. Subsequently, information must be published at intervals no greater than one year from the last publication. The Equalities section of the MFRA website contains information that demonstrates our compliance. The Equality and Human Rights Commission (EHRC) monitor public bodies (including Public Authorities) web sites to review how accessible equality information is for the public to use.
2. **Equality objectives** – Fire and Rescue Authorities must prepare and publish one or more specific and measurable objective(s) that it thinks it should achieve to meet any of the three aims of the equality duty. The objective(s) must be published subsequently at intervals of no greater than four years. To help make the equality objectives measurable, link the objective to information collected by the institution. The government will conduct a review of the equality objectives set by public bodies after two years to check that they are meeting the required levels of transparency and accountability.
3. **Manner of publication** – Fire and Rescue Authorities must publish their equality information and equality objective(s) in a manner that is accessible to the public. As this information is intended to be public facing.

Gender Pay Gap

The gender pay gap is the average difference between hourly wages for men and women. Companies with more than 250 employees are legally required to publish their gender pay gaps annually.

Who counts as an employee?

For the purposes of gender pay¹⁹ reporting, the definition of who counts as an employee is set out in the regulations and follows the definition in the Equality Act 2010. This is known as an 'extended' definition that includes:

- employees (those with a contract of employment)
- workers and agency workers (those with a contract to do work or provide services)
- some self-employed people (where they have to personally perform the work)
- police officers and the armed forces

What needs to be reported on?

1. The mean gender pay gap
2. The median gender pay gap
3. The mean bonus gender pay gap
4. The median bonus gender pay gap
5. The proportion of males and females receiving a bonus payment
6. The proportion of males and females in each quartile band

¹⁹ More details about who counts as an employee can be found in the main Gender Pay Gap guide at www.acas.org.uk/genderpay

Appendix B: Retrospective by Generic Role

Table 14: Retrospective Analysis of Protected Groups – Operational Staff

Position	Criteria	2016/17	2017/18	2018/19	Difference	% Change
Operational Staff	Total	648	632	611	-37	-5.7%
	Male	603	582	556	-47	-7.8%
	Female	45	50	55	10	22.2%
	Age >= 46	400	383	339	-61	-15.3%
	% >= 46	61.7%	60.6%	55.5%		
	Disability	3	3	4	1	33.3%
	BAME	31	36	38	7	22.6%
	LGBT	9	12	17	8	88.9%

Table 15: Retrospective Analysis of Protected Groups – Control Staff

Position	Criteria	2016/17	2017/18	2018/19	Difference	% Change
Fire Control Staff	Total	34	32	34	0	0.0%
	Male	3	3	4	1	33.3%
	Female	31	29	30	-1	-3.2%
	Age >= 46	24	20	20	-4	-16.7%
	% >= 46	70.6%	62.5%	58.8%		
	Disability	0	0	0	0	0.0%
	BAME	0	0	0	0	0.0%
	LGBT	0	0	0	0	0.0%

Table 16: Retrospective Analysis of Protected Groups – Support Staff

Position	Criteria	2016/17	2017/18	2018/19	Difference	% Change
Support Staff	Total	309	335	355	46	14.9%
	Male	148	166	175	27	18.2%
	Female	161	169	180	19	11.8%
	Age >= 46	164	177	184	20	12.2%
	% >= 46	53.1%	52.8%	51.8%		
	Disability	8	8	13	5	62.5%
	BAME	12	11	11	-1	-8.3%
	LGBT	6	6	5	-1	-16.7%

Appendix C: Supplemental Information

Table 17: All Staff by Age & Position

Role	Position	Total	Age Ranges					
			17-24	25-35	36-45	46-55	56-65	66+
Operational Staff	Brigade Manager	3			1	2		
	Area Manager	4			1	3		
	Group Manager	13			4	9		
	Station Manager	27		1	5	21		
	Watch Manager	119		10	31	78		
	Crew Manager	55		11	12	32		
	Firefighter	390	9	95	92	180	14	
	Sub Total	611	9	117	146	325	14	0
Fire Control Staff	Group Manager	0						
	Station Manager	0						
	Watch Manager	9			2	4	3	
	Crew Manager	4				3	1	
	Firefighter	21	1	6	5	5	4	
	Sub Total	34	1	6	7	12	8	0
Support Staff	Grades 12+	34		2	5	11	13	1
	Grades 6-11	185	16	45	45	61	47	7
	Grades 1-5	83	11	17	16	22	20	2
	Apprentices	7	14					
	Sub Total	355	41	64	66	94	80	10
Total		1000	51	187	219	431	102	10

Table 18: Ethnicity by Type and Role

Role	Position	Total	White British or Irish	Any Other White	Mixed	Asian or Asian British	Black or Black British	Chinese	Any Other Minority	PNTS	No Data
Operational Staff	Brigade Manager	3	3								
	Area Manager	4	4								
	Group Manager	13	13								
	Station Manager	27	26		1						
	Watch Manager	119	110	1	2		2	1	1	1	1
	Crew Manager	55	47	1	2		3	1		1	
	Firefighter	390	362	4	14		2	1	2	5	
	Sub Total	611	565	6	19	0	7	3	3	7	1
Fire Control Staff	Area Manager										
	Group Manager										
	Watch Manager	9	9								
	Crew Manager	4	4								
	Firefighter	21	20								1
	Sub Total	34	33	0	0	0	0	0	0	0	1
Support Staff	Grades 12+	32	31								1
	Grades 6-11	221	207	2	3	2	3			1	3
	Grades 1-5	88	81	1						1	5
	Apprentices	14	13							1	
	Sub Total	355	332	3	3	2	3	0	0	3	9
Total		1000	930	9	22	2	10	3	3	10	11

Table 19: Breakdown of Religion / Belief by type and role

Role	Position	Total	Buddhist	Christian	Jewish	Muslim	Other	None	PNTS	No Data
Operational Staff	Brigade Manager	3		3						
	Area Manager	4								4
	Group Manager	13		4				1		8
	Station Manager	27	1	7			1	3		15
	Watch Manager	119		25				7	3	84
	Crew Manager	55		10				10	2	33
	Firefighter	390	1	80	2		2	51	17	237
	Sub Total	611	2	129	2	0	3	72	22	381
Fire Control Staff	Area Manager									
	Group Manager									
	Watch Manager	9		1						8
	Crew Manager	4		1						3
	Firefighter	21		7				6		8
	Sub Total	34	0	9	0	0	0	6	0	19
Support Staff	Grades 12+	32		13				1		18
	Grades 6-11	221		80		2	3	32	5	99
	Grades 1-5	88		33				20	2	33
	Apprentices	14		7			1	5	1	
	Sub Total	355	0	133	0	2	4	58	8	150
Total		1000	2	271	2	2	7	136	30	550

Note: there was no reported Hindu or Sikh data submitted

Appendix D: Comparison of “Not Stated” by Protected Group

Table 20: Comparison of “Not Stated” responses by Protected Characteristic

Area	2016/17	% Not Stated	2017/18	% Not Stated	2018/19	% Not Stated
Total Staff	991		999		1000	
Disability	731	73.8%	652	65.3%	578	57.8%
Ethnicity	13	1.3%	8	0.8%	11	1.1%
Sexual Orientation	720	72.7%	626	62.7%	551	55.1%
Religion	715	72.1%	624	62.5%	550	55.0%

Please note: that the data for Gender and Age was complete and therefore no (zero) “Not Stated” returns.

Table 19 provides a comparison of “Not Stated” counts (i.e. invalid data) between 2016/17 and 2018/19. The table identifies:

- Between 2016/17 and 2018/19 data quality has improved.
- Disability has the greatest amount of unstated data with 57.8% of staff not providing data.
- Sexual Orientation has a large amount of unstated data with 55.1% of staff not providing data.
- Religion has also has a large amount of unstated data with 55% of staff not providing data.
- Ethnicity has a relatively low amount of unstated data with only 1.1% of staff not providing data.

Appendix E: Equality and Diversity Objectives 2017 – 2020

Equality Objective 1: Create a strong cohesive organisation that is positive to rising to the future challenges we face

Equality Objective 2: Ensure that people from diverse communities receive equitable services that meet their needs.

Equality Objective 3: Reducing fires and other incidents amongst the vulnerable protected groups

Equality Objective 4: To ensure that staff are better equipped to deliver their roles whilst showing due regard to the need to: “eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Equality Act, advance equality of opportunity and foster good relations between people who share a protected characteristic and those who don’t.”

Equality Objective 5: To continue to aspire to achieving excellence, or equivalent in a Fire and Rescue Service Equality Framework

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MERSEYSIDE FIRE AND RESCUE AUTHORITY			
MEETING OF THE:	AUTHORITY		
DATE:	17 OCTOBER 2019	REPORT NO:	CFO/054/19
PRESENTING OFFICER	DCFO NICK SEARLE		
RESPONSIBLE OFFICER:	PAUL MURPHY	REPORT AUTHOR:	FRANNY HILL
OFFICERS CONSULTED:	LINDSEY SAVAGE RUTH BALLER-WILSON KEV LONGSHAW		
TITLE OF REPORT:	WATER RESCUE PPE		
APPENDICES:	NONE		

Purpose of Report

1. To request that Members approve the recommendations following the outcome of the tender process for the North West (NW) for Water Rescue Personal Protective Equipment (PPE).

Recommendation

2. That Members note the outcome of the tender process; and approve the award of contract for the various lots, to the companies as detailed within Paragraph 5.

Introduction and Background

3. Following expiry of previous contracts for Water Rescue PPE in August 2019, MFRA undertook a further competition process on behalf of the NW FRS's in June 2019 for a range of Water Rescue PPE items under a YPO (Yorkshire Purchasing Organisation) Framework.
4. The specifications for the items were updated to reflect the latest BS EN Standards and circulated to the NW FRS's for comments and approval prior to the commencement of the further competition process.
5. The NW Technical Officers group considered the potential routes to market and agreed to utilise the Yorkshire Purchasing Organisation (YPO) Emergency Response Equipment (ERE) framework as this offered a wide range of suitable suppliers and was considered a more efficient route to market for this procurement, with the alternative being a full EU tender.
6. The agreed weightings for the evaluation of bids was in line with YPO guidelines and published to all bidders at the outset of the further competition.

The high level weightings are detailed below:

Cost – 20%
Quality – 50%
Delivery & Customer Service – 20%
Sustainability – 10%

7. Of the thirteen (13) companies on the framework, seven (7) submitted bids. The bid submissions, along with the product samples, were evaluated by the NW project team, comprising of Technical and Procurement officers.
8. The total estimated spend for a three-year contract using projected requirement figures provided by the NW FRS's is £315,963.00. It is important to note that this potential expenditure is subject to change depending on actual requirements during the life of the contract and has been provided to the bidders with no commitment. Across the Lots, three (3) companies have been successful as detailed below:

NORTHERN DIVER LIMITED

Lot 1A - Standard Drysuits
Lot 1B - Breathable Drysuits
Lot 2A - PFD's
Lot 2B - Life jackets
Lot 4B - Powered Watercraft Helmet
Lot 5A - Water Rescue Boots
Lot 5B - Swift Water Boots
Lot 6 - Gloves
Lot 7 - Skull Cap
Lot 8 - Kit Bag
Lot 9 - Flood Suit
Lot 10 - Drysuit Repairs

SURVITEC LIMITED

Lot 3 - 100gm Thermal Undersuits

TYPHOON

Lot 3 - 250gm Thermal Undersuits
Lot 4A - White Water Safety Helmet

9. Following approval, any NW Authorities requiring Water Rescue PPE will call off this contract for their requirements over the next 3 years. For the duration of the contract MFRA will undertake the contract management for these commodities on behalf of the region.

Equality and Diversity Implications

10. All specifications for sized products are written to ensure that suppliers are invited to offer as wide a size range as possible, from Extra Small to XXXL, with options for special measures. Size ranges must be as large as possible to accommodate a diverse workforce. Measurements for sizes must also be given. Size and

weight of products (if applicable) are evaluated and scored in the Quality section of the evaluations.

Staff Implications

11. The provision of high quality, fit for purpose PPE is essential for operational staff to carry out their duties effectively.

Legal Implications

12. The Authority has a duty to ensure compliance with UK and EU procurement legislation. Undertaking a further competition under a National Framework is a compliant route to market widely recognised and in use in the wider public sector.

Financial Implications & Value for Money

13. The further competition has been conducted to identify the Most Economically Advantageous Tender (MEAT) utilising the afore-mentioned evaluation criteria and weightings to ensure value for money is obtained.

Risk Management, Health & Safety, and Environmental Implications

14. The Water rescue PPE has been specified in accordance with HSE guidance and MFRA policies and approved by the appropriate Technical Officers in the NW.

Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

15. Provides high specification water PPE for our firefighters to complete water rescue incidents.

BACKGROUND PAPERS

N/A

GLOSSARY OF TERMS

FRS: Fire & Rescue Service
BS: British Standard
YPO: Yorkshire Purchasing Organisation
ERE : Emergency Response Equipment
EU : European Union
CSR : Corporate Social Responsibility
HSE : Health & Safety Executive

PPE : Personal Protective Equipment
NW : North West

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