



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM  
FIRE AND RESCUE AUTHORITY**

**HUMAN RESOURCES COMMITTEE**

**MINUTES**

of the meeting held on **5 OCTOBER 2007** at The Council House, Old Market Square, Nottingham from 10.15 am to 11.08 am.

**Membership**

Councillor P Lally (Chair)  
Councillor H James  
Councillor J Knight  
^ Councillor T Pettengell  
^ Councillor T Spencer

Members absent are marked ^

**11 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Pettengell and Spencer.

**12 DECLARATIONS OF INTERESTS**

No declarations of interests were made.

**13 MINUTES**

**RESOLVED that the minutes of the last meeting held on 6 July 2007, copies of which had been circulated, be confirmed and signed by the Chair.**

**14 HUMAN RESOURCES UPDATE**

Further to minute 6 dated 6 July 2007, consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, updating members of the progress made to date in implementing the Human Resources Action Plan.

## **RESOLVED**

- (1) that the progress made with regards to the implementation of the Human Resources Action Plan, as set out in the report, be endorsed;**
- (2) that further updates relating to the progress of the Human Resources Action Plan be submitted to future meetings.**

### **15 SERVICE POLICY REVIEW**

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, informing members on the progress made in reviewing and updating policies.

**RESOLVED that the current work undertaken by the Corporate Services Department to update and upgrade all existing policies, be noted.**

### **16 DISCRETIONARY COMPENSATION PAYMENTS POLICY**

Further to minute 37(3) of the Fire and Rescue Authority dated 7 September 2007, consideration was given to the report of the Chief Fire Officer, copies of which had been circulated. The report informed members of the policy regarding severance payments in the event of termination of employment on the grounds of redundancy, efficiency or early retirement.

**RESOLVED that the report be noted.**

### **17 POLICY ON RE-ENGAGEMENT**

Further to minute 38(2) of the Fire and Rescue Authority dated 7 September 2007, consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, outlining the progress made to date in relation to the draft policy on re-engagement on retirement.

It was agreed that the report and appendix be amended (in line with the report presented to, and decision of, the Fire and Rescue Authority) to state that applicants should have 25 years pensionable service and not 30 as stated in the report.

## **RESOLVED**

- (1) that the report be noted;**
- (2) that the Chief Fire Officer submit regular reports to enable the Committee to review the application of the final policy.**

### **18 JOB EVALUATION OUTCOMES – HR DEPARTMENT**

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, which sought the authorisation of the Committee to re-grade four posts within the Human Resources Department, following a recent job evaluation.

**RESOLVED**

- (1) that the posts of Human Resources Services Officer and Human Resources Services Administrator be re-graded as detailed in the report;**
- (2) that further consideration be given to the grading of the post of Human Resources Corporate Manager, and the re-grading of the post of Senior Human Resources Officer.**

**19 EXCLUSION OF THE PUBLIC**

**RESOLVED that, pursuant to section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the remaining item as:-**

- it contained information relating to individuals; and**
- was likely to reveal the identity of those individuals.**

**Having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in paragraphs 1 and 3 of Schedule 12A to the Local Government Act 1972 (as amended).**

**20 CHANGE TO SALARY GRADE**

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, detailing the proposed change to the salary grade.

**RESOLVED**

- (1) that, as detailed in the report, the re-grade from Grade 2 to Grade 3 be backdated to the date of the re-grade application;**
- (2) that, the salary point within the grade be established by the Head of Service.**