



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority
Human Resources Committee

CONVERSION OF POSTS

Report of the Chief Fire Officer

Agenda Item No:

Date: 04 January 2008

Purpose of Report:

To update Members on the posts that have been re-designated during the period January – December 2007.

CONTACT OFFICER

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1. BACKGROUND

- 1.1 To ensure that Nottinghamshire Fire & Rescue Service remains best placed to meet the challenges of continued service delivery a review of all posts when they became vacant, is carried out to ensure suitability for the Service. This process applies to both uniformed and non-uniformed roles.
- 1.2 At its meeting of 16 December 2005 the Nottinghamshire and City of Nottingham Fire & Rescue Authority approved the delegation of the task to the Chief Fire Officer with the caveat that a report was brought to the Authority on an annual basis, updating on post changes that have been implemented.

2. REPORT

- 2.1 During the period January to December 2007 there were no posts converted across the Service.
- 2.2 The monitoring of this area of work will continue, as previously established, and be reported to the Human Resources Committee on an annual basis. Conversion of posts will be undertaken in line with the procedure detailed in the Service Conversion of Posts Policy, which is currently going through the formal consultation process with the Representative Bodies.
- 2.3 In respect of those posts that have the potential to be changed from uniform to non-uniform roles the job description and person specification would be reviewed. The post would be evaluated by the Joint NJC Evaluation Panel. Likewise these posts considered for conversion from Non-Uniform to Uniformed will be taken through a role evaluation process based on the Rank to Role methodology.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

4. PERSONNEL IMPLICATIONS

There are no personnel implications arising from this report.

5. EQUALITY IMPACT ASSESSMENT

The initial equality impact assessment is attached at Appendix A.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. RISK MANAGEMENT IMPLICATIONS

The ability to convert posts allows the senior managers of Nottingham Fire & Rescue Service to align their workforce to the challenges that the organisation faces. Failure to do this could leave the Service short in areas of need and unable to respond accordingly.

8. RECOMMENDATIONS

That Members note the contents of this report.

9. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

Frank Swann
CHIEF FIRE OFFICER

INITIAL EQUALITY IMPACT ASSESSMENT

Appendix A

<i>Section</i> HR	<i>Manager</i> DCFO BEALE	Date of Assessment DECEMBER 2007	New or Existing N/A
Name of Report to be assessed		CONVERSION OF POSTS	
1. Briefly describe the aims, objectives and purpose of the report.		TO UPDATE ON CONVERSIONS OF POSTS.	
2. Who is intended to benefit from this report and what are the outcomes?		THE REPORT KEEPS AUTHORITY AND OTHER STAFF MEMBERS AWARE OF DEVELOPMENTS WITH REGARD OF THE ORGANISATIONAL STRUCTURE.	
3. Who are the main stakeholders in relation to the report?		FIRE & RESCUE AUTHORITY, SMT, HR, REPRESENTATIVE BODIES.	
4. Who implements and who is responsible for the report?		HUMAN RESOURCES	

5. Please identify the differential impact in the terms of the six strands below. Please tick yes if you have identified any differential impacts. Please state evidence of negative or positive impacts below.

<i>STRAND</i>	Y	N	<i>NEGATIVE IMPACT</i>	<i>POSITIVE IMPACT</i>
Race		X		
Gender		X		
Disability		X		
Religion or Belief		X		
Sexuality		X		
Age		X		

6. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group?	Y	N	7. Should the policy/service proceed to a full impact assessment?	Y	N

I am satisfied that this policy has been successfully impact assessed. I understand the impact assessment of this policy is a statutory obligation and that, as owners of this policy, we take responsibility for the completion and quality of this process.

Signed (completing person).....DCFO BEALE.....

Date ...DECEMBER 2007.....