



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

HUMAN RESOURCES COMMITTEE

MINUTES

Of the meeting held on **10 OCTOBER 2008** at Fire and Rescue Service Development Centre, Ollerton from 10.47 am to 11.45 am.

Membership

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

Members absent are marked ^

7 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Knight (on County Council business), Pettengell and Spencer.

8 DECLARATIONS OF INTERESTS

No declarations of interests were made.

9 MINUTES

RESOLVED that the minutes of the last meeting held on 11 July 2008, copies of which had been circulated, be confirmed and signed by the Chair.

10 HUMAN RESOURCES UPDATE

RESOLVED that consideration of this item be deferred to the next meeting.

11 REVIEW OF GRADING STRUCTURE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, seeking agreement to the implementation of the revised grading structure applied to employees covered by the Scheme of Conditions for Local Government Services.

RESOLVED

- (1) that the proposed changes to the grading structure for employees covered by the Scheme of Conditions for Local Government Services be agreed;**
- (2) that the changes be implemented with effect from 1 April 2008 and back-dated payments be made accordingly.**

12 PARTNERSHIP MANAGEMENT

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, proposing a new approach to the Service's management of partnership engagement and, in particular, Local Area Agreements (LAAs), Local Strategic Partnerships (LSPs) and Crime and Disorder Reduction Partnerships (CDRPs).

RESOLVED

- (1) that a post of Partnership Manager be established, it being noted that this was being assessed by the Job Evaluation Panel and was expected to be on grade 8 or less, with the cost being met from the deletion of the post of Automatic Fire Alarms Co-ordinator and the deficit funded from within the uniformed pay settlement under-spend;**
- (2) that the approach being taken to create two secondment opportunities with the City and County Councils to work on partnership matters be approved and the cost met from the Local Public Service Agreement (LPSA) grant for two years, with a review undertaken after the first year;**
- (3) that the establishment of an additional temporary post on grade 4 to support the Risk Manager on a fixed term basis to support risk management of the LAA agenda within both the City and County be approved and the cost met from the LPSA grant until the end of March 2010, and then reviewed.**

13 UPDATE ON THE TRANSFER TO THE REGIONAL CONTROL CENTRE

Further to minute 26 dated 4 January 2008, consideration was given to a report of the Chief Fire Officer, updating the Committee on the current position in relation to the transfer of Control employees to the Regional Control Centre.

RESOLVED that the contents of the report be noted.

14 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 items as they contained information relating to individuals and to the financial and business affairs of particular individuals and, 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 Act.

15 REGRADING OF POSTS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, detailing applications considered by, and outcomes of, the Job Evaluation Panel in respect of changes to the permanent non-uniformed establishment during the period from July to October 2008 inclusive.

RESOLVED that the report be noted.

16 RETAINED SUPPORT STAFF

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, seeking approval for the establishment of retained support staff on a permanent basis, these being two Retained Liaison Managers and five Retained Support Officers.

RESOLVED

- (1) that five posts of Retained Support Officers be established, it being noted that:-**
 - (a) the post had been assessed by the Job Evaluation Panel as being grade 3;**
 - (b) the role was non-uniformed, conditioned to the Local Government Scheme of Conditions, permanent and part-time, 12 hrs per week;**
 - (c) the cost would be met from a new specific budget within the Authority's 2008/9 base budget;**

- (2) that two posts of Retained Liaison Managers be established, it being noted that:-**
 - (a) the post had been assessed by the Job Evaluation Panel as being grade 6;**
 - (b) the role was non-uniformed, conditioned to the Local Government Scheme of Conditions, permanent and part-time, 15 hrs per week;**
 - (c) the cost would be met from a new specific budget within the Authority's 2008/9 base budget;**

17 WORKFORCE PLAN 2008-10

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members of the development of the Workforce Plan 2008-10, which was attached as Annex A to the report. The Plan had been developed as an objective set out in the Service Human Resources Strategy, adopted by the Authority in

January 2008. It had been developed in consultation with the Performance and Co-ordination Team and had been endorsed by the Strategic Management Team.

RESOLVED that the Nottinghamshire Fire and Rescue Service Workforce Plan 2008-10 be approved.