



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

HUMAN RESOURCES COMMITTEE

MINUTES

Of the meeting held on **9 JANUARY 2009** at Fire and Rescue Service Headquarters, Bestwood Lodge, Arnold, Nottingham, from 10.30 am to 11.44 am.

Membership

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

Members absent are marked ^

18 APOLOGIES FOR ABSENCE

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

19 DECLARATIONS OF INTERESTS

No declarations of interests were made.

20 MINUTES

RESOLVED that the minutes of the last meeting held on 10 October 2008, copies of which had been circulated, be confirmed and signed by the Chair.

21 VOLUNTARY EMPLOYEE BENEFITS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, seeking approval for the introduction of an on-line Voluntary and Lifestyle Benefits Scheme for all Service employees.

RESOLVED

- (1) that the commissioning of Motivano to establish and maintain a voluntary benefits scheme for all employees of the Service, with an implementation date of 1 April 2009, be approved;**
- (2) that a report detailing the performance in value for money of this benefits scheme be submitted by the Chief Fire Officer to this Committee in April 2010.**

22 ENVIRONMENT AND SUSTAINABILITY MANAGER

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, seeking approval from members for the establishment of a new post of Environment and Sustainability Manager. Members were informed that there was a requirement for this management post to identify and advise on environmental strategies and to ensure compliance with current legislation and regulations so that the risk from environmental hazards, such as the disposal of waste oil, was minimised. Members queried whether this post needed to be permanent or for a fixed term initially. They were given a copy of the Atkins Report on Environmental Strategy for information.

RESOLVED

- (1) that the establishment of a post of Environment and Sustainability Manager for a 2 year fixed term contract be approved;**
- (2) that the post be reviewed after 2 years;**
- (3) that a report be presented to this Committee before the end of the contract indicating the benefits of this appointment.**

23 FIRE PROTECTION POSTS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, proposing the establishment of the posts of Community Fire Risk Management Information System (CFRMIS) Co-ordinator and Fire Protection Co-ordinator to comply with the Fire Safety Order 2005.

RESOLVED that the posts of CFRMIS Co-ordinator and Fire Protection Co-ordinator be established.

24 HUMAN RESOURCES UPDATE

Further to minute 10 dated 10 October 2008, consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, updating members on the progress made over the last three months in implementing the Human Resources Action Plan.

RESOLVED

- (1) that a presentation be made at the next meeting on the management of sickness absence by the Service;**
- (2) that the contents of the report be endorsed and progress made be noted;**
- (3) that the Committee's gratitude be conveyed by the Chief Fire Officer to the Human Resources department for providing greater detail within the report.**

25 CONVERSION OF POSTS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated. Members were informed that no posts had been converted since the last meeting on 10 October 2008.

RESOLVED that the report be noted.

26 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.

27 EARLY RETIREMENT ON GROUNDS OF EFFICIENCY

This item was withdrawn from the agenda.

28 REGRAIDING 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 October 2008 to January 2009 inclusive.

RESOLVED that the report be noted.