



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: 24 July 2009

Purpose of Report:

To update Members on the posts which have been re-designated during the period January – July 2009.

CONTACT OFFICER

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Chief Fire Officer

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1. BACKGROUND

- 1.1 To ensure that Nottinghamshire Fire and Rescue Service remains best placed to meet the challenges of continued service delivery, a review of all posts when they become 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 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 Post conversions are reported to the Human Resources Committee on an annual basis (municipal year).
- 2.2 During the period January to June 2009 there were four Watch Manager posts converted to non uniform posts across the Service, broken down as follows:
 - 3 Watch Manager posts were converted to 3 Fire Protection Inspection Officers (Grade 6). This was as per the Fire Authority approval at its meeting of 16 December 2005.
 - 1 Watch Manager post was converted to 1 Equality and Diversity Assistant post (Grade 3)
- 2.3 Conversion of posts is undertaken in line with the procedure detailed in the Service Conversion of Posts Policy.

3. FINANCIAL IMPLICATIONS

The conversion of these posts has generated the following cashable efficiencies:

Post description	Cost of posts prior to conversion	Cost of posts after conversion
4 x Watch Manager B	4 x £44,506 = £178,024	
3 x Inspection Officers (grade 6)		3 x £36,682 = £110,046
1 x Equality and Diversity Assistant (grade 3)		1 x £21,548 = £21,548
Total	£178,024	£131,594
Total saving	£46,430	

The above costs include employer's national insurance and superannuation contributions. The costs of the non-uniformed posts are based on the mid-point of the pay grade. The savings will be recycled back into the Service.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

Job descriptions and persons specifications were drawn up for the non uniform positions of Fire Protection Officer and Equality and Diversity Assistant and evaluated by the Joint NJC Evaluation Panel to determine grading. Posts were advertised externally and appointments made to the three Fire Protection Inspection Officer posts and to the Equality and Diversity Assistant post.

5. EQUALITY IMPACT ASSESSMENT

The initial equality impact assessment is attached at Appendix A, which has identified there are no equalities issues arising from this report.

6. CRIME AND DISORDER IMPLICATIONS

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

7. LEGAL IMPLICATIONS

There are no legal implications arising from this report.

8. RISK MANAGEMENT IMPLICATIONS

The ability to convert posts allows the senior managers of Nottinghamshire Fire and 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.

9. RECOMMENDATIONS

That Members note the conversions made by the Chief Fire Officer under the powers delegated by the Fire Authority.

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

None.

Frank Swann
CHIEF FIRE OFFICER

Initial Equality Impact Assessment Questionnaire

This questionnaire will enable you to decide whether or not the new or proposed policy or service needs to go through a full Equality Impact Assessment.

Title of policy or service		Conversion of Posts				
Name of Employee completing assessment: Frank Swann			Department and Section: Strategic Management Suite			
1. State the purpose and aims of the policy or service. To update Members on the posts which have been re-designated during the period January – December 2008.						
2. Who is responsible for implementing it? The Chief Fire Officer.						
3. Who is likely to be disproportionately affected by the proposal? People from which of the equality strands? (please tick)						
Age	Disability	Family Status	Gender	Race	Sexual Orientation	Religion or Belief
4. If no boxes are ticked – there is no need to continue the EIA						