



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

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

HUMAN RESOURCES UPDATE

Report of the Chief Fire Officer

Agenda Item No:

Date: 23 October 2009

Purpose of Report:

To update Members on Human Resources issues within the Service

CONTACT OFFICER

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1. BACKGROUND

- 1.1 As part of its remit, the Human Resources Committee of Nottinghamshire and City of Nottingham Fire and Rescue Authority receive regular updates on human resources (HR) issues within the Service. This includes issues such as sickness absence, formal discipline, grievance, health and safety, employment tribunal cases and staffing numbers. These issues are known as HR metrics.
- 1.2 Reports are on a quarterly basis and allow the HR Committee to analyse ongoing issues and offer their guidance and scrutiny where applicable.

2. REPORT

HR METRICS - SICKNESS ABSENCE

- 2.1 The following represents a reflection of the absence figures for the Quarter 1 : 1st April 2009 – 30th June 2009.

Absence	Quarter 1 1 Apr 2009 – 30 June 2009	Compared with last quarter	Compared with same quarter of 2008	Cumulative total days lost for 2009/10	Cumulative average over last 12 months
Total workforce 115 employees	999.5 days lost 1.33 days per employee	1555 days lost 2.04 days per employee 36% reduction	1591.5 days lost 2.06 days per employee 37% reduction	999.5 days lost	1.33 days per employee
Uniformed 87 employees <i>excluding retained</i>	759 days lost 1.32 days per employee	1105 days lost 1.87 days per employee 31 % reduction	1240 days lost 2.07 days per employee 39% reduction	759 days lost	1.32 days per employee
Non uniformed 28 employees	236.5 days lost 1.37 days per employee	357.5 days lost 2.2 days per employee 34% reduction	351.5 days lost 2.04 days per employee 33% reduction	236.5 days lost	1.37 days per employee
Long term sickness	Number of employees on long term sickness (defined as 28 days or more) between 1 st April 2009 – 30 th June 2009 = 24				

DISCIPLINE, GRIEVANCES ETC

2.2 Over the period 1st June 2009 – 31st August 2009

- Disciplinary: 1
- Grievances: 3
- Formal Management Sickness Absence Policy: 0
- Dismissals including ill health retirements: 2
- Current Employment Tribunal cases: 0
- One individual has raised 2 cases, one for discrimination on grounds of his sexual orientation dated 13 October 2006 and one for discrimination on the grounds of sexual orientation, disability and sex by association dated 13 May 2008

STAFFING NUMBERS

2.3 During the period 1st June 2009 – 31st August 2009, 21 employees commenced employment, and 18 left the Service. Establishment levels at 31st August 2009 are highlighted below.

	Approved	Actual	Variance
Wholetime	567	539 (538.58 full time equivalents)	-28 (-28.42 FTE) (excluding 8 secondments)
Retained	252 units	376 persons (202 units)	- 50 units
Non-Uniformed	188	185 <i>Established Post – 167</i> <i>Fixed Term Non-Established Post – 1</i> <i>Externally Funded Post – 8</i> <i>Agency staff - 9</i>	- 3
Fire Control	28.5 <i>(includes 2 x new burdens)</i>	38 (36.5 FTE) <i>(including ISP backfill)</i> <i>Secondments – 2</i>	+8 (excluding 2 secondments)

FUTURE OF THE HR DEPARTMENT

2.4 With reference to the review to be undertaken by PwC (as set out in the previous report dated 24 July 2009) this review has not as yet been completed. The Deputy Chief Fire Officer will report on the outcomes of the review to this committee at its next meeting.

3. FINANCIAL IMPLICATIONS

- 3.1 The pending employment tribunal will have financial implications in terms of legal costs. It is unknown as to whether any additional costs will emanate from the claims tabled.
- 3.2 The additional 11 posts within Fire Control are receiving funding. 10 posts are funded by the Regional New Burdens grant to facilitate the initial staffing pool and 1 post is funded by Nottinghamshire Fire & Rescue Service's New Burdens grant.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no human resources and learning and development implications arising from this report.

5. EQUALITY IMPACT ASSESSMENT

An initial equality impact assessment has identified no specific aspects relating to a disproportionate effect in respect of the key equality strands.

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

A regular reporting system on the management of HR ensures that the Service and the Authority are aware of any developing issues and are agile enough to react appropriately to mitigate risks of employment tribunals and other claims against the organisation.

9. RECOMMENDATIONS

That Members endorse the report and note the progress made to date.

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

None.

Frank Swann
CHIEF FIRE OFFICER