



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

HUMAN RESOURCES COMMITTEE

MINUTES

of meeting held on **23 JULY 2010** at Fire and Rescue Service Headquarters, Bestwood Lodge, from 10.00 am to 11.20 am

Membership

Councillor Foster (Chair)
Councillor Carroll
Councillor Fielding (substitute for Councillor Grocock)
^ Councillor Grocock
Councillor Spencer
Councillor Wheeler

Members absent are marked ^

Councillor Cooper attended the meeting as an observer.

1 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Grocock (on other City Council business).

2 DECLARATIONS OF INTERESTS

No declarations of interests were made.

3 MINUTES

RESOLVED that the minutes of the last meeting held on 23 April 2010, copies of which had been circulated, be confirmed and signed by the Chair.

4 LEARNING AND DEVELOPMENT STRATEGY

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, together with a revised Learning and Development Strategy 2010-2013 which included consideration of the current and future drivers for change.

RESOLVED

- (1) that the Learning and Development Strategy 2010-2013 be approved and adopted and be circulated to all Fire and Rescue Service personnel, placed on the Service's intranet and entered into the corporate audit and review cycle;**
- (2) that it be noted that Combined Fire Authority members had responsibility to:-**
 - (a) allocate sufficient budgetary resources to enable the Learning and Development Strategy to be implemented;**
 - (b) provide support for the direction of learning and development within the Service;**
 - (c) seek reports on the effectiveness of the policy and its contribution to organisational development.**

5 IT INFRASTRUCTURE DEVELOPMENT OFFICER

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED

- (1) that approval be given to the deletion of the post of IT Development Officer (Grade 4) and the creation of a new IT Infrastructure Development Officer post (Grade 6);**
- (2) that it be noted that the additional cost of £5,000 would be met by a transfer from the ICT non-contracted services budget as the new post would reduce the reliance on external contractors.**

6 HUMAN RESOURCES UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated. The overall improvement in sickness absence figures had continued in quarter 4 both in comparison with the previous quarter (-34.5%) and with the same period of 2009 (-45%). The reduction was particularly evident for the wholetime operational workforce (including control), with the lowest recorded sickness levels since reporting on sickness commenced, at 5.69 days per person during 2009/10. The average absence per person in 2007/08 was 9.17 days.

RESOLVED that the report be endorsed and the progress regarding Human Resources issues be noted.

7 WORKERS MEMORIAL DAY

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, regarding the commemoration of 'Workers Memorial Day' on 28 April each year.

RESOLVED

- (1) that it be noted that the Chief Fire Officer had discretion to approve the flying of the Union Flag both at full mast and at half mast on specific dates;**
- (2) that the Committee supported the principle of flying the Union Flag at half-mast to commemorate deaths.**

8 EXCLUSION OF 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 on the basis that, 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, 2 and 3 of Schedule 12A to the Local Government Act 1972 (as amended).

9 WORKFORCE PLAN 2009-2011

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, giving an update on the implementation of the Workforce Plan 2008-10 and presenting new workforce information for the period 2009-11.

RESOLVED that progress on the implementation of the Workforce Plan 2009-11 and the key workforce issues identified be approved.

10 ABSENCE BENCHMARKING

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, providing comparative information relating to employee absence within other Fire and Rescue Services and the wider public sector.

RESOLVED that the report be noted.

11 REGRAIDING OF POSTS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED that the applications considered by, and outcomes of, the Job Evaluation Panel in respect of changes to the permanent non-uniformed establishment during the period April to June 2010 (inclusive) be noted.