



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: 22 October 2010

Purpose of Report:

To update Members on Human Resources issues within the Service

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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 Quarter 1: 1 April 2010 – 30 June 2010.

Absence	Quarter 1 1 April to 30 June 2010	Compared with last quarter	Compared with same quarter of 2009	Cumulative total days lost for 2010/11	Cumulative average over last 12 months
Total workforce (135 employees have been absent during Q1)	758.5 days lost 0.98 days per employee	851.5 days lost 1.08 per employee 11% reduction	990.5 days lost 1.33 days per employee 24% reduction	758.5 days lost	5.8 days per employee
Uniformed (92 employees have been absent during Q1) excluding retained	531 days lost 0.88 days per employee	639 days lost 1.06 per employee 17% reduction	753 days lost 1.32 days per employee 30% reduction	531 days lost	5.24 days per employee
Non uniformed (43 employees have been absent during Q1)	227.5 days lost 1.3 days per employee	212.5 days lost 1.2 days per employee 7% increase	237.5 days lost 1.37 days per employee 4% reduction	227.5 days lost	7.72 days per employee
Long term sickness	Number of employees on long term sickness (defined as 28 days or more) between 1 st April 2010 to 30 th June 2010 = 11				

Absence figures remain on track to meet sickness absence targets.

DISCIPLINE, GRIEVANCES ETC

2.2 Over the period 1 July 2010 – 30 September 2010

- Disciplinary: 1
- Grievances: 5
- Harassment and Bullying: 4
- Formal Management Sickness Absence Policy: 1
- Dismissals including ill health retirements: 0
- Redundancy: 1
- ET cases: age discrimination & disability discrimination: 1
disability discrimination: 1

STAFFING NUMBERS

2.3 During the period 1 July 2010 – 30 September 2010, 21 employees commenced employment, and 19 left the Service. Establishment levels at 30 September 2010 are highlighted below.

	Approved	Actual	Variance
Wholetime	567	564 (563.5 full time equivalents)	-3 (-3.5 FTE)
Retained	252 units	367 persons (196 units)	- 56 units
Non-Uniformed	179	185 <i>Established Post – 175</i> <i>Fixed Term Non-Established Post -2</i> <i>Externally Funded Post – 4</i> <i>Agency staff - 4</i>	+6
Fire Control	28.5 <i>(includes 2 x new burdens)</i>	38.5 (FTE) <i>(including ISP backfill)</i> <i>Secondments 2</i>	+10 FTE

3. FINANCIAL IMPLICATIONS

- 3.1 The pending employment tribunals 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 10.5 posts within Fire Control are receiving funding. 9 posts are funded by the Regional New Burdens grant to facilitate the initial staffing

pool and 1 post is funded by Nottinghamshire Fire and 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 impact assessment has revealed no specific equality issues (attached at Appendix A) from within the 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

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

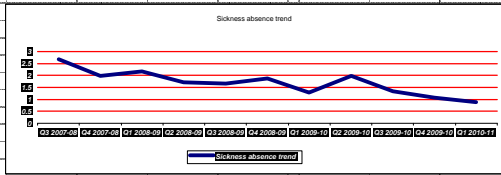
That Members endorse the report and note the progress made to date.

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

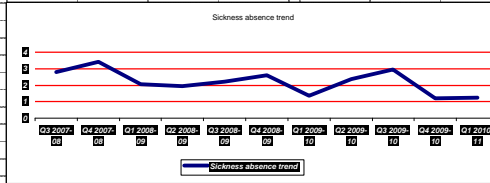
None.

Frank Swann
CHIEF FIRE OFFICER

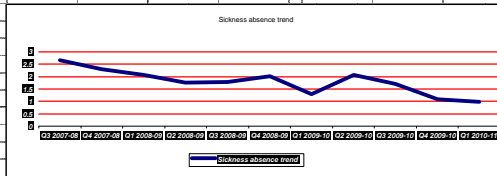
BREAKDOWN OF ABSENCE Q1 (Apr - Jun 10)																
WORK GROUP	Apr-10				May-10				Jun-10				SUMMARY OF QUARTER 4			
	Average (days per person)	Total work days lost	Apr 2009 days lost	% difference	Average (days per person)	Total work days lost	May 2009 days lost	% difference	Average (days per person)	Total work days lost	Jun 2009 days lost	% difference	Average (days per person)	Total work days lost	Q1 2009 days lost	% difference
UNIFORMED (inc Control)	0.35	212	203	-4.43	0.31	188.5	267	29.40	0.22	130.5	283	53.89	0.88	531	753	29.48
NON UNIFORMED	0.40	75	86.5	13.29	0.36	68	66.5	-2.26	0.45	84.5	84.5	0.00	1.24	227.5	237.5	4.21
TOTAL WORKFORCE	0.36	287	289.5	0.86	0.32	256.5	333.5	23.09	0.27	215	367.5	41.50	0.97	758.5	990.5	23.42



UNIFORMED ABSENCE



NON UNIFORMED ABSENCE



TOTAL ABSENCE