

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

**HUMAN RESOURCES COMMITTEE**

**Date: FRIDAY 27 JULY 2012**

**Time: 10.00 am**

**Venue: Fire and Rescue Service Headquarters, Bestwood Lodge, Arnold, Nottingham**

**Members are requested to attend the above meeting to be held at the time, place and date mentioned for the purpose of transacting the following business.**

**Clerk to the Nottinghamshire and City of Nottingham Fire and Rescue Authority**

**AGENDA**

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTERESTS**

Councillors, colleagues or other participants in meetings are requested to declare any personal or personal and prejudicial interest in any matter(s) on the agenda

**3. MINUTES**

Last meeting held on 20 April 2012 (for confirmation)

Attached

**4. HUMAN RESOURCES UPDATE**

Report of Chief Fire Officer

Attached

- 5 **PROPOSED FINAL AGREEMENT ON THE DESIGN OF THE FIREFIGHTERS PENSION SCHEME** Attached  
Report of Chief Fire Officer
- 6 **REGRAIDING OF POSTS** Attached  
Report of Chief Fire Officer
- 7 **TO CONSIDER EXCLUDING THE PUBLIC FROM THE MEETING DURING CONSIDERATION OF THE REMAINING ITEM(S) IN ACCORDANCE WITH SECTION 100A(4) OF THE LOCAL GOVERNMENT ACT 1972 ON THE BASIS THAT, HAVING REGARD TO ALL THE CIRCUMSTANCES, THE PUBLIC INTEREST IN MAINTAINING THE EXEMPTION OUTWEIGHS THE PUBLIC INTEREST IN DISCLOSING THE INFORMATION**
- 8 **REVIEW OF WORKFORCE PLAN 2012-14** Attached  
Report of Chief Fire officer

**ANY COUNCILLOR WHO IS UNABLE TO ATTEND THE MEETING AND WISHES TO SUBMIT APOLOGIES SHOULD DO SO VIA THE PERSONAL ASSISTANT TO THE CHIEF FIRE OFFICER AT FIRE SERVICES HEADQUARTERS ON 0115 967 0880**

**IF YOU ARE UNSURE WHETHER OR NOT YOU SHOULD DECLARE AN INTEREST IN A PARTICULAR MATTER, PLEASE CONTACT THE CONSTITUTIONAL SERVICES OFFICER SHOWN ON THIS AGENDA, IF POSSIBLE BEFORE THE DAY OF THE MEETING, WHO WILL PROVIDE ADVICE IN THE FIRST INSTANCE.**

Constitutional Services Officer: - Carol M Jackson  
0115 8764297  
[carol.jackson@nottinghamcity.gov.uk](mailto:carol.jackson@nottinghamcity.gov.uk)

Agenda, reports and minutes for all public meetings can be viewed online at:-  
<http://open.nottinghamcity.gov.uk/comm/default.asp>



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

**HUMAN RESOURCES COMMITTEE**

**MINUTES**

of meeting held on **20 APRIL 2012** at Fire and Rescue Service Headquarters, Bestwood Lodge, from 10.00 am to 10.45 am.

**Membership**

- Councillor Smith (Chair)
- Councillor Cooper
- ^ Councillor Cross
- Councillor Morris
- Councillor Yates

Members absent are marked ^

Present as an observer – Councillor Grocock.

**Officers in Attendance**

- John Buckley Assistant Chief Fire Officer
- Neil Timms Head of Finance and Resources
- Nick Linthwaite Human Resources Manager
- Tracy Crump Human Resources Manager

Carol Jackson Constitutional Service Officer, Nottingham City Council

**31 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**32 DECLARATIONS OF INTERESTS**

No declarations of interests were made.

### **33 MINUTES**

**RESOLVED** that, the minutes of the last meeting held on 27 January 2012, copies of which had been circulated, be confirmed, and signed by the Chair.

### **34 ORGANISATIONAL RE-STRUCTURE**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, presenting to the Committee the revised organisational structure, as a result of the Fire Cover Review and budget reductions and seeking approval for the proposed changes in establishment with a view to presenting these changes to the Fire Authority for ratification.

The report was presented by John Buckley, Assistant Chief Fire Officer, who advised the meeting that the Fire Cover Review had highlighted how the Service could become more efficient and improve on the services provided to Nottinghamshire.

To facilitate the organisational change it had been necessary to redistribute resources within the organisation, creating a small number of new posts following the deletion or conversion of other posts. Details of the proposed new posts were set out in detail in the report.

The organisational restructure would focus the Service into two distinct operating arms; service delivery and corporate risk.

There would be amendments to other roles within the Service which would be subject to ongoing consultation with Trade Unions. Any changes that impacted on the Fire Authority and associated budgets would be brought back through appropriate channels for approval.

The organisational restructure would lead to savings of £1,161,898 on staff costs.

Three posts were to be created in the Princes Trust Team as the Service had been approached by the Princes Trust Charity to deliver additional team programmes and additional funding was being made available from the Princes Trust for this purpose. This was welcomed by members who regarded the work done by the Service in this area as exemplary.

### **RESOLVED**

**(1) that the new structure be noted and the proposed changes to the establishment and the creation of the following posts be agreed:**

- **Advocate Manager;**
- **Fire Protection – Fire Investigators x 3;**
- **District Administrator – Edwinstowe;**
- **Fire Protection Support Officer;**
- **Fire Precautions Advocate;**
- **Corporate Analyst;**
- **Project Manager;**
- **Commissioning Officer;**

- Princes Trust Team Leader;
- Princes Trust Team Support x 2;
- Firefighter Control x 1.5 full time equivalent.

(2) that the permanent changes to the establishment to be presented to the next full Fire Authority for ratification.

### **35 HUMAN RESOURCES UPDATE**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, updating the Committee on human resources issues within the Nottinghamshire and City of Nottingham Fire and Rescue Service.

The report was presented by John Buckley, Assistant Chief Fire Officer, who advised the meeting that the sickness absence figures for Quarter 3 (1 October 2011 – 31 December 2011) were down to 1244.5 days lost compared to 1253.5 days in the previous quarter. The cumulative average over the last 12 months was 6.43 days per employee. This was below the target absence which was 6.5 days per employee.

For uniformed staff the cumulative average over the last 12 months was 5.53 days per employee, whereas for non-uniformed staff it was 8.88 days. The targeted figures for 2011/12 were 6.5 days for whole time and control staff, 7 days for non-uniformed staff and 6.5 days across the whole workforce.

The Services own Occupational Health Unit had a pivotal role to play in addressing sickness issues amongst staff. Support was available to staff via the Westfield Healthcare Scheme and the Pastoral Service.

In the period 1 January 2012 – 31 March 2012 there had been one grievance,

During the period 1 January 2012 – 31 March 2012, 5 employees had commenced employment with the Fire and Rescue Service and 18 employees had left the Service.

The total number of whole-time vacancies stood at 31.5. The majority of these vacancies were at fire-fighter (9.5) and supervisory level (17). However the redeployment of 23 fire-fighters previously employed on the retained duty system from 16th April 2012 and the increase in fire-fighter roles resulting from the outcomes of the Fire Cover Review would lead to a surplus of 5.5 fire-fighter roles. It was anticipated that these additional fire-fighters would become absorbed into the whole time establishment by April 2013 as a result of anticipated retirements.

**RESOLVED that the report be endorsed.**

### **36 CONVERSION OF POSTS**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated updating the Committee on any posts which had been re-designated during the period April 2011 – March 2012.

**RESOLVED that the report be noted.**

**37 RE-GRADING OF POSTS**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, notifying the Committee that the Job Evaluation Panel had not considered any submissions for grading review in the review period.

**RESOLVED that the contents of the report be noted.**

**38 EXCLUSION OF PUBLIC**

**RESOLVED that the public be excluded from the meeting during consideration of the remaining items in accordance with section 100A (4) of the Local Government Act 1972 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 and 3 of Schedule 12A to the Act.**

**39 VOLUNTARY REDUNDANCY APPLICATIONS**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated requesting the Committee to approve the recommendations of the Discretionary Compensation Payments Board in respect of voluntary redundancy applications received from non-uniformed and control employees.

**RESOLVED that the recommendations of the Discretionary Compensation Payments Board and the associated voluntary redundancies be approved.**



**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:

4.

Date:

27 July 2012

Purpose of Report:

To update Members on Human Resources issues within the Service.

### **CONTACT OFFICER**

<b>Name :</b>	David Horton Assistant Chief Fire Officer
<b>Tel :</b>	0115 967 0880
<b>Email :</b>	david.horton@notts-fire.gov.uk
<b>Media Enquiries Contact :</b>	Elisabeth Reeson (0115) 967 5889 elisabeth.reeson@notts-fire.gov.uk

## 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 4: 1 January 2012 to 31 March 2012.

Absence	Quarter 4 1 Jan to 31 Mar 2012	Compared with previous quarter	Compared with same quarter of 2011	Cumulative total days lost for 11/12	Cumulative average over last 12 months
<b>Total workforce (130 employees have been absent during Q3)</b>	898.5 days lost  1.27 days per employee	1244.5 days lost  1.7 days per employee  27.8% decrease ( -346 days)	1328.5 days lost  1.79 days per employee  32% decrease (-430 days)	4341.5 days lost	5.94 days per employee
<b>Uniformed (82 employees have been absent during Q3) excluding retained</b>	512.5 days lost  0.93 days per employee	850.5 days lost  1.5 per employee  40% decrease (--338 days)	914 days lost  1.54 days per employee  44% decrease (- 401.5 days)	2823.5 days lost	5.01 days per employee
<b>Non uniformed (48 employees have been absent during Q3)</b>	386 days lost  2.5 days per employee	394 days lost  2.4 days per employee  2% decrease (-8 days)	414.5 days lost  2.33 days per employee  6.9% decrease (-28.5 days)	1518 days lost	9.1 days per employee
<b>Long term sickness (defined as 28 days or more)</b>	<b>Total Workforce</b>		22		
	<b>Uniformed (excluding retained)</b>		15		
	<b>Non Uniformed</b>		7		



- 2.2 Absence rates have decreased across all employees groups during Quarter 4, leading to a 27.8% reduction in sickness absence levels overall. There were 37 separate periods of medically certified absence. However 24 of these employees have returned to work during the review period. The graphs attached at Appendix 1 give a clearer idea of how absence has been affected over a longer period of time and give a more representative view.
- 2.3 This compares favourably to the national absence average of 7.7 days and to the average public sector rate of 9.1 days.
- 2.4 Average absence overall during 2011-12 was 5.94 days per employee which fell below the target figure of 6.5 days. Whole-time absence was an average of 5.01 days per employee which is significantly below the target of 6.5 days. However non-uniformed absence, at an average of 9.1 days, was above the target of 7 days – however it is worth noting that 67% of this absence was long term in nature i.e. 28+ days and covered by a medical certificate.
- 2.4 In terms of short term absence, the majority of sickness absence was certified as due to conditions linked to back, gastro intestinal, or other senses. Anxiety/depression (not due to service) was the main reason for long-term absence for both uniformed and non-uniformed employees.
- 2.5 New target absence figures for 2012/13 have been established as:

Wholetime & Control: 6 days  
 Non-Uniformed: 7 days  
 Whole Workforce: 6.days\*  
 (\* the average is affected by the numbers of employees in each work group)

## **DISCIPLINE, GRIEVANCES ETC**

2.8 Over the period 1<sup>st</sup> April 2012 – 30<sup>th</sup> June 2012:

- Disciplinary: 2
- Grievances: 0
- Harassment and Bullying: 0
- Formal Management Sickness Absence Policy: 0
- Dismissals including ill health retirements: 1
- Redundancy: 4 Voluntary, 23 compulsory
- Redeployment: 21
- ET cases: Disability Discrimination: 1
- Equal Treatment under Part-time Regulations: 2

## STAFFING NUMBERS

2.9 During the period 1 April 2012 – 30 June, 30 employees commenced employment, (of which 23 were redeployments from the retained to whole-time) and 43 left the Service. Establishment levels at 30<sup>th</sup> June 2012 are highlighted below.

	Approved	Actual	Variance
<b>Wholetime</b>	541	537 (536.5 full time equivalents)	-4 (-4.5 FTE)
<b>Retained</b>	216 units	293 persons (156.5 units)	- 59.5 units
<b>Non-Uniformed</b>	163	<i>Established Post – 154 Fixed Term Non-Established Post -0 Externally Funded Post – 2 Agency staff – 7</i>	0
<b>Fire Control</b>	25.5	26.25(FTE)	+0.75 FTE

2.10 Actual workforce figures have reduced by 43 employees since the last report due either to redundancy, retirement or resignation. This is broken down into 9 whole-time, 51 retained (of which 23 were re-deployed to whole-time roles), 1 Control and 5 non-uniformed leavers.

2.11 Following the redeployment of RDS employees in April 2012 whole-time establishment stood at -4.5 (536.5 employees) against a reduced establishment of 541 posts. Fire-fighter roles are over-strength by 4.5, with the majority of vacancies are at Supervisory level (8). The Service will be undertaking recruitment to Fire-fighter roles during 2012 – this is to plan for vacancies throughout 2012-14.

2.12 As previously reported to Committee, the Service has been actively managing vacancy levels in anticipation of proposed workforce reductions arising from the outcomes of Fire Cover Review and the impact of budgetary reductions. Appointments to vacant roles are scrutinised by the Corporate Management Board and support roles are filled on a temporary basis. This scrutiny will continue pending the completion of the re-structure and outcome of the grant settlement.

### **3. FINANCIAL IMPLICATIONS**

The vacancy level represents an under-spend against budget, which has been reported to Finance and Resources Committee.

### **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

4.1 The human resources implications are set out in the report,

4.2 There are no learning and development implications.

### **5. EQUALITIES IMPLICATIONS**

As this review does not impact upon policy or service function, no equality impact has been undertaken.

### **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.

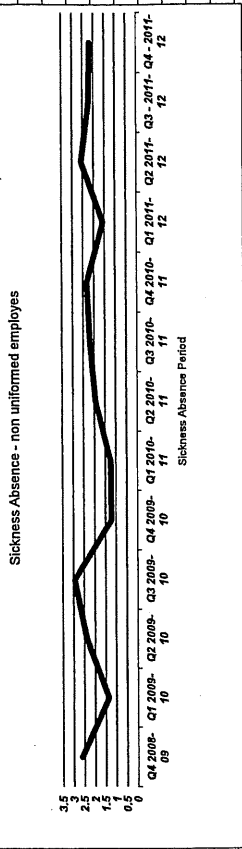
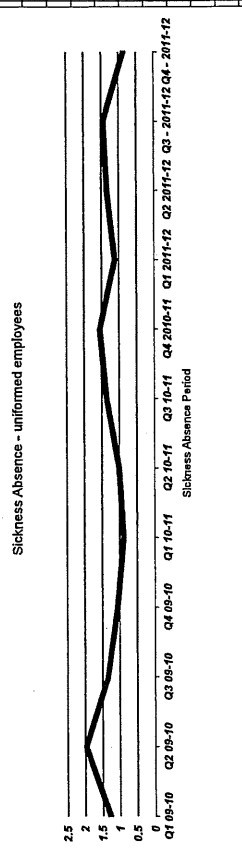
**10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

Frank Swann  
**CHIEF FIRE OFFICER**

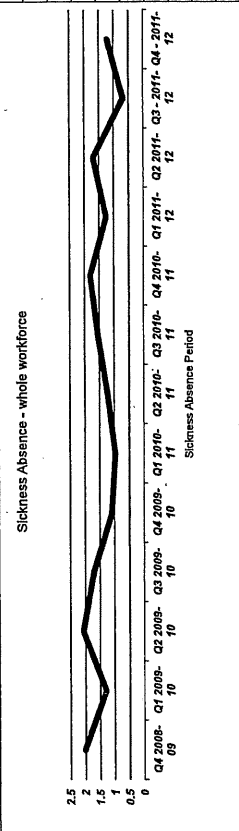
**BREAKDOWN OF ABSENCE Q4 (Jan - Apr 12)**

WORK GROUP	Jan			Feb			Mar			SUMMARY OF QUARTER 4					
	Average (days per person) lost	Total work days lost	% difference	Average (days per person) lost	Total work days lost	% difference	Average (days per person) lost	Total work days lost	% difference	Average (days per person) lost	Total work days lost	% difference			
UNIFORMED (Inc Control)	0.32	176	324	0.29	160.5	303	47.03	0.32	176	287	38.68	0.86	512.5	914	43.93
NON UNIFORMED	1.01	158.5	138.5	0.82	129	133	3.01	0.63	99.5	143	30.42	2.17	387	414.5	6.63
TOTAL WORKFORCE	0.44	334.5	462.5	0.39	289.5	436	33.60	0.37	275.5	430	35.93	1.21	899.5	1328.5	32.29



UNIFORMED ABSENCE

NON UNIFORMED ABSENCE



TOTAL ABSENCE





**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

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

# **PROPOSED FINAL AGREEMENT ON THE DESIGN OF THE FIREFIGHTERS PENSION SCHEME**

Report of the Chief Fire Officer

Agenda Item No:

5.

Date:

27 July 2012

Purpose of Report:

To update Members on the Proposed Final Agreement on the scheme design for the Firefighters Pension Scheme

## **CONTACT OFFICER**

**Name :** Frank Swann  
Chief Fire Officer

**Tel :** 0115 967 0880

**Email :** frank.swann@notts-fire.gov.uk

**Media Enquiries  
Contact :** Elisabeth Reeson  
(0115) 967 5889 elisabeth.reeson@notts-fire.gov.uk

## **1. BACKGROUND**

- 1.1 On the 9 February the Parliamentary Under Secretary of State for Communities and Local Government, reported to Parliament on the Heads of Agreement, setting out the Government's final position on the main elements of the scheme design for the Firefighters Pension Scheme due for introduction in 2015.
- 1.2 Subsequent discussions have been held with the Representative Bodies and the Local Government Association over the remaining details of the scheme.
- 1.3 In a Ministerial Statement to the House on the 23 May 2012 the Parliamentary Under Secretary confirmed that discussions on the design parameters for the Firefighters Pension Scheme in England have now been concluded.
- 1.4 The Government have set out their proposed Final Agreement which they asked the Representative Bodies to take to their Executives as an outcome of the negotiations.

## **2. REPORT**

- 2.1 Under the proposed scheme there will be full statutory protections provided for the accrued rights of existing Scheme members as set out below:
  - All benefits accrued under final salary arrangements will be linked to the Members final salary, in accordance with the rules of the members current schemes, when they leave the reformed scheme.
  - Full recognition of a Members' expectations to double accrual for service accrued under the Firefighters Pension Scheme 1992 so that a member's full continuous pensionable service upon retirement will be used to calculate an averaged accrual rate to be applied to service accrued under the 1992 scheme.
  - Members to be able to access their 1992 scheme benefits when they retire at that scheme's 'ordinary pension' age (ie from age 50 with 25 or more years pensionable service), subject to abatement rules for that scheme. Pensionable service for the purpose of calculating the ordinary pension age will include any continuous pensionable service accrued under both the 1992 scheme and the 2015 scheme.
  - Members of the 1992 scheme will continue to have access to an actuarially assessed commutation factor for benefits accrued under that scheme.



2.2 There will also be transitional statutory protections for qualifying, existing members:

- All active scheme members who, as of the 1 April 2012, have 10 years or less to work to their current Normal Pension Age will see no change in when they can retire, nor any decrease in the amount of pension they receive at their current Normal Pension Age. This protection will be achieved by the Member remaining in their current scheme until they retire, which could be beyond 31 March 2022
- There will be a further 4 years of tapered protection for scheme members. Members who are up to 14 years from their current Normal Pension Age, as of the 1 April 2012, will have limited protection so that on average for every month of age they are beyond 10 years of their Normal Pension Age, they gain about 53 days of protection. The last day of protected service for any member will be 31 March 2022.

2.3 The main parameters of the new scheme are as follows:

- A pension scheme design based on career average re-valued earnings;
- An accrual rate of 1/58.7th of pensionable earnings each year;
- There will be no cap on how much pension can be accrued;
- A revaluation rate of active members' benefits in line with the average weekly earnings;
- Pensions in payment and deferred benefits to increase in line with the Prices Index (currently CPI);
- Member contribution rates in the 2015 scheme from 1 April 2015 will average 13.2% equal to the expected average of contribution rates in the 1992 and 2006 schemes on the 31 March 2015. However, the Government will review the impact of the proposed 2012-13 contribution changes, including the effect of membership opt-outs, before taking final decisions on how future increases will be delivered in 2013-14 and 2014-15, and in the new scheme. Interested parties will be given an opportunity to provide evidence and views to the Government as part of the review;
- Without prejudice to the outcome of the review, tariffs for the 2015 scheme are likely to provide for lower rates for new recruits, with some tiered progressive increases for middle and higher income earners;
- Flexible retirement from the scheme's minimum pension age of 55, built around the scheme's normal Pension Age of 60, with members able to take their pension from the scheme's minimum pension age, as follows:

- i. for all active members who are aged 57 or more at retirement, 2015 scheme benefits taken before Normal Pension Age will be actuarially reduced with reference to the 2015 Scheme's Normal Pension Age, rather than the deferred age.
  - ii. all other members will have their 2015 scheme benefits actuarially reduced on a cost neutral basis from the scheme's deferred pension age
- Authority initiated early retirement for Members of the 2015 scheme, from age 55, to be in accordance with the arrangements set out in Part 3, Rule 6 of the New Firefighters Pension Scheme
- The Normal Pension Age will be subject to regular review. These reviews will consider the increasing State Pension Age and any changes to it, alongside evidence from interested parties, including unions and employers. It will consider if the Normal Pension Age of 60 remains relevant, taking account of the economical, efficient and effective management of the Fire Service, the changing profile of the workforce and the occupational demands of, and fitness standards for, firefighting roles.
- The review will be informed by research to be carried out, within the auspices of the Firefighters Pensions Committee, which will monitor and collate scheme data and experience.
- Late retirement factors for members retiring from active service to be actuarially neutral from Normal Pension Age
- A deferred pension age equal to the individuals' State Pension Age
- An optional lump sum by commutation at a rate of £12 for every £1 per annum of pension foregone in accordance with the HM Revenue and Customs limits and regulations
- Abatement in existing schemes to continue
- Ill health benefits to be based on those contained in the 2006 scheme
- Members re-joining after a period of deferment of less than 5 years can link new service with previous service, as if they had always been an active members
- Members transferring between public service schemes would be treated as having continuous active service
- An employer contribution cap with a symmetrical buffer will be introduced to cover unforeseen events and trends that significantly increase scheme costs. The employer cost cap is intended to provide backstop protection to the taxpayer and will be based on cap and share principles. This means that changes to contribution rates due to 'member costs' will be

controlled by the cap. Financial cost pressures, including changes to the discount rate, will be met by employers. The employer cost cap will be symmetrical with a floor and ceiling either side of the cap so that, if reductions in member costs fall below a 'floor' members benefits will be improved. If costs rise above the ceiling, member representatives will be consulted on how to reduce the costs. If agreement cannot be reached through consultation, the accrual rate will be adjusted as an automatic default. The size of the buffer will set at 2% above and the floor set at 2% below the employer contribution rates calculated following a full actuarial valuation ahead of the introduction of the new scheme in 2015.

- 2.4 The Government confirmed their commitment to securing in full the Spending Review savings of £2.3billion in 2013-14 and £2.8billion in 2014-15 form increased employee contributions. A review will consider the impact of the 2012-13 contribution increases, including on opt-out, before taking final decisions on how future increases will be delivered.

### **3. FINANCIAL IMPLICATIONS**

- 3.1 There are two significant financial issues for the Authority concerning firefighter pension schemes: the cost of employer contributions and the cost of financing an unfunded pension scheme.
- 3.2 The Authority meets the cost of employer contributions from its revenue budget each year and that cost is a percentage of pensionable pay multiplied by the number of scheme members, which is set following an actuarial valuation of the scheme. This is the case now and the arrangement will continue for the new scheme, however an "employer cost cap" is introduced with the new scheme as set out in paragraph 2.3. The effect of this will be to limit the amount of any increase to the employer's contribution to 2% where the increase is due to scheme membership issues, and this will provide the Authority with more certainty when budget forecasting. However required increases arising from financial cost pressures will still be borne by Authorities. It is not yet known what the new scheme rate will be, but the employer rate for the 1992 scheme is currently 21.3% and for the 2006 scheme is currently 11.0%. In 2011/12, this cost the Authority £3.4m.
- 3.3 The firefighters' existing and proposed new pension schemes are unfunded, which means that they have no assets and all liabilities are paid as they fall due from current income to the scheme e.g. employee and employer contributions. The current arrangement is that the department for Communities and Local Government (DCLG) meets the annual scheme shortfall by way of a "top-up" grant paid to the Authority. The DCLG publications on the new scheme so far do not cover this issue, so the future funding arrangements are not yet clear. For 2011/12 the top up grant payable to the Authority was £6.4m.

**4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

The HR Department will be responsible for ensuring any changes in the Firefighter Pension Scheme are implemented in line with a future revised Pension Scheme.

**5. EQUALITIES IMPLICATIONS**

An equality impact assessment covering the scheme design for a reformed Firefighters Pension Scheme will be completed by the Department for Communities and Local Government. In taking this work forward, the Department will consider the likely equality impact of the scheme design changes and whether or how scheme design might be adjusted in light of the public sector equality duty to have regard to the need to eliminate discrimination, advance equal opportunity and foster good relations between different people when carrying out activities..

**6. CRIME AND DISORDER IMPLICATIONS**

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

**7. LEGAL IMPLICATIONS**

The Service is required to comply with changes made to Pension Scheme Regulations.

**8. RISK MANAGEMENT IMPLICATIONS**

Failure to comply and implement any national change to Pension Regulations would lead to potential future challenge to the Pensions Ombudsman, High Court.

**9. RECOMMENDATIONS**

That Members note the proposed final agreement on the scheme design for the Firefighters Pension Scheme.

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

None.

Frank Swann  
CHIEF FIRE OFFICER



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

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

## **REGRADING OF POSTS**

Report of the Chief Fire Officer

---

**Agenda Item No:**

6

**Date:**

27 July 2012

**Purpose of Report:**

To notify the Committee of 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 2012 (inclusive).

### **CONTACT OFFICER**

**Name :** Frank Swann  
Chief Fire Officer

**Tel :** 0115 967 0880

**Email :** frank.swann@notts-fire.gov.uk

**Media Enquiries Contact :** Elisabeth Reeson  
(0115) 967 5889 elisabeth.reeson@notts-fire.gov.uk

## **1. BACKGROUND**

- 1.1 At its meeting on 28 March 2008, the Human Resources Committee resolved that authority be delegated to the Chief Fire Officer, to implement grading decisions arising from the application of the Job Evaluation Scheme.
- 1.2 It was agreed that quarterly summary reports of re-grading decisions would be submitted to the Committee for information.

## **2. REPORT**

- 2.1 The Job Evaluation Panel has not considered any submissions for grading review in the review period.
- 2.2 No appeals have been heard during this period.

## **3. FINANCIAL IMPLICATIONS**

The job evaluation contingency for 2012/13 is £46,000.

## **4. HUMAN RESOURCES & LEARNING AND DEVELOPMENT**

The job evaluation process has been agreed following detailed negotiation with UNISON and constitutes a collective agreement under the Contracts of Employment of employees covered by the NJC for Local Government Services. The adoption of the NJC Job Evaluation Scheme would be a mitigating factor in any equal pay claim.

## **5. EQUALITIES IMPLICATIONS**

An equality impact assessment has been undertaken as part of the consultation on the Grading Policy.

## **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 Job Evaluation Scheme reduces the risk of successful equal pay claims, by applying a jointly agreed and validated job analysis system to the grading structure.

**9. RECOMMENDATIONS**

That Members note the contents of the report.

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

None.

Frank Swann  
**CHIEF FIRE OFFICER**

