



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

HUMAN RESOURCES COMMITTEE

MINUTES

of meeting held on **25 JANUARY 2013** at Fire and Rescue Service Headquarters,
Bestwood Lodge, from 10.00 am to 10.34 am.

Membership

- Councillor Smith (Chair)
^ Councillor Collins
Councillor Cooper
^ Councillor Cross
Councillor Yates
Councillor Grocock (as substitute for Councillor Collins)

Members absent are marked ^

Officers in Attendance

- John Buckley Deputy Chief Fire Officer
John Mann Area Manager
Tracy Crump Human Resources Manager
Rav Kalsi Constitutional Service Officer, Nottingham City Council

16 APOLOGIE FOR ABSENCE

Apologies were received from Councillor Collins and Councillor Cross.

17 DECLARATIONS OF INTERESTS

No declarations of interests were made.

18 MINUTES

RESOLVED that the minutes of the last meeting held on 26 October 2012, copies of which had been circulated, be confirmed, and signed by the Chair.

19 ORGANISATIONAL RESTRUCTURE – FINAL OUTCOMES

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, providing the Committee with an update on the outcomes of the amendments to the organisational structure as presented in the Human Resource Committee report of April 2012 and ratified by the Fire Authority on 25 May 2012.

The restructure split the Service into two distinct operating functions – Service Delivery and Corporate Support. To meet the needs of the restructure it was necessary to redistribute certain teams and departments which created a small number of new posts, but also lost a number of posts, either through vacancy management or voluntary redundancy. It was reported that the restructure of the Service had led to a number of voluntary redundancies within certain departments together with the creation of new roles to meet the needs of the structure.

It was reported that the restructure equated to an organisational saving of £964,277 on staff costs which met the target for budget reductions already assumed in the budget predictions.

A commitment had been made to Trade Unions to ensure that vacancies had been made available to internal appointments first. Following the receipt of feedback from staff, there was a feeling that staff members had been positively supported.

RESOLVED that the final outcomes of the restructure against the previously approved establishment changes be noted.

20 HUMAN RESOURCES UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated. The report was introduced by Tracy Crump, Human Resources Manager, who advised the Committee that the purpose of the report was to update the Committee on human resources issues within the Nottinghamshire and City of Nottingham Fire and Rescue Service.

Mrs Crump advised the meeting that total workforce absence for Quarter 2 (1 July 2012 – 31 September 2012) was up 7.7% compared with the previous quarter however down in comparison to the same quarter of 2011. Non-uniformed employees absence was down 18.4% compared with the previous quarter and uniformed absence was up 3.34% on the previous quarter. The cumulative average over the last 12 months was 5.8 days per employee.

Staffing units were down in terms of retained units and although there was an increased level of interest in the retained role, recruitment was ongoing. Following a programme of service recruitment to fire-fighter roles, 14 trainees had been appointed and a further 22 people had been placed on a holding list. Those on the holding list offered the Service some resilience through 2013 and going into 2014.

RESOLVED that the contents of the report be endorsed.

21 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.

22 RE-GRADING OF POSTS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, notifying 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 July to September 2012 (inclusive).

RESOLVED that the contents of the report be noted.