



**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -
HUMAN RESOURCES COMMITTEE**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood
Lodge, Arnold, Nottingham NG5 8PD on 11 April 2014 from 11.00 am - 11.18 am**

- ✓ Councillor Michael Payne (Chair)
- ✓ Councillor Eunice Campbell
- ✓ Councillor Ian Campbell
- ✓ Councillor Stephen Garner
- ✓ Councillor Liz Yates

✓ indicates present at meeting

Colleagues, partners and others in attendance:

- | | |
|----------------|-----------------------------------|
| Wayne Bowcock | - Deputy Chief Fire Officer |
| Tracy Crump | - Head of HR Services |
| Nick Lithwaite | - HR Manager (Operations) |
| Craig Parkin | - Assistant Chief Fire Officer |
| Laura Wilson | - Constitutional Services Officer |

22 APOLOGIES FOR ABSENCE

Councillor Ian Campbell

23 DECLARATIONS OF INTERESTS

None

24 MINUTES

The Committee confirmed the minutes of the meeting held on 7 February 2014 as a correct record and they were signed by the Chair.

25 HUMAN RESOURCES UPDATE

Tracy Crump, Head of Human Resource (HR) Services, introduced the Chief Fire Officer's report updating members on HR issues within the Service. Only sickness absence data was available and other HR metrics for Quarter 4 will be reported to a future meeting.

The Committee was reassured that there are many resources available for staff to access including Occupational Health, Westfield Health, etc and that all managers are trained in absence management.

RESOLVED to endorse the report.

26 CONVERSION OF POSTS

Craig Parkin, Assistant Chief Fire Officer, introduced the Chief Fire Officer's report updating members on the posts which have been re-designated between April 2013 and March 2014.

RESOLVED to note that just one post of Watch Manager (Fire Protection) has been converted to a non-uniform Fire Protection Inspecting Officer posts on grade 6 releasing a budget saving of £11,333.

27 APPOINTMENT OF A SERVICE TECHNICIAN

Craig Parkin, Assistant Chief Fire Officer, introduced the Chief Fire Officer's report seeking approval for the appointment of a Service Technician to carry out duties associated with the role.

RESOLVED to add a post of Service Technician (grade 3) to the establishment as part of the process of implementation of budget reductions in the equipment section and to note that the full cost, inclusive of overheads, of £21,980 has been budgeted for in full.

28 EXCLUSION OF THE PUBLIC

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on that basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

29 METHODOLOGY BEHIND THE CALCULATION OF INJURY AWARDS

Nick Lithwaite, HR Manager (Operations), introduced the Chief Fire Officer's report.

RESOLVED to note the report.

30 REGRAIDING OF POSTS

Craig Parkin, Assistant Chief Fire Officer, introduced the Chief Fire Officer's report.

RESOLVED to note the report.