



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

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

POST DELETIONS

Report of the Chief Fire Officer

Date: 11 July 2014

Purpose of Report:

To recommend the deletion of substantive posts from the support establishment.

CONTACT OFFICER

Name : Craig Parkin
Assistant Chief Fire Officer

Tel : 0115 967 0880

Email : craig.parkin@notts-fire.gov.uk

Media Enquiries Contact : Bridget Aherne
0115 967 0880 bridget.aherne@notts-fire.gov.uk

1. BACKGROUND

- 1.1 Permanent changes to the establishment for support roles were agreed by this Committee on 25 January 2013 as a result of a re-structuring exercise which commenced in 2011. This saw the re-alignment of a number of working teams and the creation of three directorates (Service Delivery, Corporate Support and Finance and Resources).
- 1.2 Since this time changes to the establishment have been implemented and reported to Committee, including post deletions arising from voluntary redundancies.
- 1.3 As part of an on-going review of workforce requirements, Heads of Departments have been asked to consider long-standing vacancies to determine whether these posts could be put forward as permanent deletions to the Support establishment and thereby effect budgetary reductions.

2. REPORT

- 2.1 The following posts have been identified as surplus to current requirements and ear-marked for deletion:

Equalities Assistant (Grade 4)

There are currently two roles designated as Equalities Assistants. One of the post-holders left the Service in September 2012 and the post has remained vacant since this time. In the future, it is proposed that equalities will form part of a wider Inclusion agenda within an Organisational Development team and the majority of the tasks previously assigned to the Equalities Assistant will be subsumed with a single Equalities Development Officer, with assistance from a wider team when workload demands.

Risk Reduction Manager (Grade 5)

This post was created as part of the re-structure of the former Community Safety team which saw responsibility for prevention activities split between a new Engagement and Partnership team and the Risk Reduction teams based on stations. The post has remained vacant since this time to allow for an assessment to be undertaken as to how well the new arrangements were working. In the event, it has been decided to transfer responsibility for all partnership and risk reduction activities to the Delivery Directorate under a Group Manager. Under this new arrangement, this post is no longer required.

Corporate Administration (Grade 3)

Currently there are 6.5 posts within the corporate administration team. Three posts have been kept vacant for more than a year to assess the level of support required from this team, and to re-align the duties that the team undertakes. The outcome of this assessment is that the team can operate effectively with 3.5fte Administrative Assistants and an Administration Manager.

The funding released from these vacancies has enabled the Service to appoint a Risk Assessment Officer within the Equipment section and to create a new post of Communications Officer within the Corporate Communications team.

Additionally, a re-organisation of administrative provision at Highfields station has enabled the deletion of a 0.5fte Administrator post without detriment to service provision.

The formal deletion of these posts will bring the establishment into line with the budgetary commitments, and also represents a saving to the support staff salary costs.

- 2.2 A formal review of support roles will be undertaken during 2014-15 as part of measures to reduce the salary budget in preparation for budgetary savings required for 2016-17. It is likely that further rationalisation of the establishment will take place which may entail further post deletions. Any such proposals will be reported to this Committee.
- 2.3 The deletion of the posts set out within the report will contribute to the budget reduction process without the need to make redundancies or to materially impact upon the provision of existing services.

3. FINANCIAL IMPLICATIONS

All of the above post deletions have been taken account of within the 2014/2015 revenue budget

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

The human resources and learning and development implications are set out in the report.

5. EQUALITIES IMPLICATIONS

The deletion of an Equalities Assistant post does not have any direct impact upon a particular group of people. The second post was particularly effective in dealing with careers and positive action initiatives. Whilst becoming an employer of choice to

under-represented groups remains a priority to the Service, the volume and frequency of this work has reduced as the organisation has reduced in size. Support from personnel to support these objectives can be gained via inter-departmental co-operation and, wherever reasonable, the payment of over time.

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

There are no risk management implications arising from this report.

9. RECOMMENDATIONS

It is recommended that the vacant posts set out within the report are deleted from the establishment.

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

None.

John Buckley
CHIEF FIRE OFFICER