



**Wednesday,
7 March 2018
1.30 pm**

**Meeting of
Staffing Committee
Fire Service
Winsford**

Contact Officer:
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Cheshire Fire Authority

Notes for Members of the Public

Attendance at Meetings

The Cheshire Fire Authority welcomes and encourages members of the public to be at its meetings and Committees. You are requested to remain quiet whilst the meeting is taking place and to enter and leave the meeting room as quickly and quietly as possible.

All meetings of the Authority are held at Fire Service Headquarters in Winsford. If you plan to attend please report first to the Reception Desk where you will be asked to sign in and will be given a visitors pass. You should return your pass to the Reception Desk when you leave the building. There are some car parking spaces available on site for visitors at the front of the Headquarters Building. Please do not park in spaces reserved for Fire Service personnel.

If you feel there might be particular problems with access to the building or car parking please contact the Reception Desk at Fire Service Headquarters on Winsford (01606) 868700.

Questions by Electors

An elector in the Fire Service area can ask the Chair of the Authority a question if it is sent to the Monitoring Officer at Fire Service HQ to arrive at least five clear working days before the meeting. The contact officer named on the front of the Agenda will be happy to advise you on this procedure.

Access to Information

Copies of the Agenda will be available at the meeting. A copy can also be obtained from the contact officer named on the front of the Agenda. Alternatively, individual reports are available on the Authority's website (www.cheshirefire.gov.uk)

The Agenda is usually divided into two parts. Members of the public are allowed to stay for the first part. When the Authority is ready to deal with the second part you will be asked to leave the meeting room, because the business to be discussed will be of a confidential nature, for example, dealing with individual people and contracts.

This agenda is available in large print, Braille, audio CD or in community languages upon request by contacting; Telephone: 01606868414 or email: equalities@cheshirefire.gov.uk

Recording of Meetings

Anyone attending the meeting should be aware the Authority audio-records its meetings. There is a protocol on reporting at meetings which provides further information. Copies are available on the Service's website www.cheshirefire.gov.uk or alternatively contact Democratic Services for details

Fire Evacuation

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MEETING OF THE STAFFING COMMITTEE

WEDNESDAY, 7 MARCH 2018

Time : 1.30 pm

**Leadership Team Conference Room - Fire Service, Clemonds Hey,
Winsford, CW7 2UA**

AGENDA

Part 1 - Business to be discussed in public

1 PROCEDURAL MATTERS

1A Apologies for Absence

1B Declaration of Members' Interests

Members are reminded that the Members' Code of Conduct requires the disclosure of Statutory Disclosable Pecuniary Interests, Non-Statutory Disclosable Pecuniary Interests and Disclosable Non-Pecuniary Interests.

1C Minutes of the last meeting

To approve the minutes of the Staffing Committee held on 30th October 2017.

(Pages 1 - 4)

2 Implications of Decisions made in respect of the Duty Systems for the Second Fire Engines at Crewe and Ellesmere Port

(Pages 5 - 8)

3 Workforce Update

The Chief Fire Officer and Chief Executive will provide an update at the meeting.

4 Exclusion of Press and Public

(Pages 9 - 10)

Part 2 - Business to be discussed in Private

5 Interview for the post of Head of Protection and Organisational Performance

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MINUTES OF THE MEETING OF THE STAFFING COMMITTEE held on Monday, 30 October 2017 at Leadership Team Conference Room - Fire Service, Clemonds Hey, Winsford, CW7 2UA at 1.30 pm

PRESENT: Councillors B Rudd, D Flude, E Johnson and S Parker

1 PROCEDURAL MATTERS

A Recording of Meeting

Members were reminded that Part 1 of the meeting would be audio-recorded.

B Apologies for Absence

No apologies for absence were received for this meeting.

C Declaration of Members' Interests

There were no declarations of Members' interests.

D Minutes of the last meeting

RESOLVED: That

The minutes of the meeting of the Staffing Committee held on 29th March 2017 be approved as a correct record.

2 BLUE LIGHT EMERGENCY RESPONSE VEHICLE PERSONAL TAX CHANGES AND FUTURE OPTIONS

The Director of Governance and Commissioning presented this report which informed Members about changes to the rules concerned with the calculation of taxable benefits for officers who are provided with Blue Light Emergency Response Vehicles (ERVs).

He provided further details of the impact of the changes and the options available for future vehicle provision for Flexi Duty officers. Affected officers had been consulted and the following options were proposed:

Option 1 – Remain in the current lease scheme;

Option 2 – Allow Flexi Duty officers to provide their own vehicle; and

Option 3 – Provision of pool vehicles with no personal use permitted.

The Director of Governance and Commissioning also explained that when officers commit to a vehicle lease they understood that they could be required to pay termination penalties. It was recommended that if officers impacted by the tax change decision decided to terminate their current lease within the current tax year then they should not be required to cover any termination fee.

Members discussed the content of the report and were satisfied with the recommendations made in respect of future vehicle provision for ERVs.

RESOLVED: That

- [1] the continuation of the current vehicle lease scheme for officers choosing to remain in the scheme be approved;**
- [2] officers be allowed to 'Opt-out' of the lease scheme and provide their own vehicle for business use in accordance with existing 'Essential User' terms and conditions and subject to guidelines to be maintained by the Fleet Manager;**
- [3] officers be allowed to 'Opt-out' of the lease scheme and elect to be provided with a pool vehicle with no personal use permitted; and**
- [4] officers impacted by the tax change that decide to terminate their lease during the current financial year will not be required to pay any penalties for the early return of the vehicle.**

3 SERVICE TRANSFORMATION PLAN

The Director of Transformation presented the draft Service Transformation Plan (the Plan) to Members that would be used to monitor a range of actions associated with the Home Office's Fire Reform Programme.

She explained that the plan had been developed to link to the Fire Reform programme under the following three headings:

- Workforce Reform
- Efficiency and Collaboration
- Accountability and Transparency

When developing the plan consideration had also been given to the recommendations contained within the Adrian Thomas report "Independent Review of Conditions of Service for Fire and Rescue Staff in England". The plan also links to the outcomes of the Staff Engagement Survey, National Fire Chiefs Council's People Strategy and the Service's Equality, Diversity and Inclusion Strategy action plan.

The plan would become one of the Service's key documents that would provide evidence to Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) to demonstrate that the Service had a robust transformation agenda in place. It was also intended that the plan would highlight the ongoing work within the Service to drive continuous improvement and detail how some of the key priorities outlined in IRMP 2017/18 will be delivered.

The Director of Transformation informed Members that the plan would be a working document and it was likely that the actions outlined within the Plan would continue to

evolve. It was proposed that Staffing Committee receive regular updates to monitor progress against actions and changes to the plan.

RESOLVED: That

- [1] the content of the Service Transformation Plan be noted; and**
- [2] regular updates on progress against the actions outlined in the plan be received.**

4 STAFF ENGAGEMENT SURVEY UPDATE

The Director of Transformation presented the headline results from the 2017 Staff Engagement survey to Members. The presentation provided feedback on the following areas:

- Overall engagement score against public sector benchmark and 2015 results
- Average scores for each survey section
- Top 10 results – themes
- Bottom 10 results – themes
- Greatest improvements since 2015
- Greatest declines since 2015
- Progress and next steps – Corporate and local action plans

Members discussed the presentation and queried whether there was any feedback considered which related specifically to Members roles. The Director of Transformation explained that there had been some feedback in relation to Members and she would include this in the presentation which would be made to all Members at the next Members Planning Day. Members also proposed that, once developed, local action plans be included on the agenda for Unitary Performance Group meetings. The corporate action plan would be monitored by Staffing Committee and Committee Members could provide feedback on local plans in relation to this item.

RESOLVED: That

- [1] the Staff Engagement Survey update be noted;**
- [2] local staff engagement action plans be included on Unitary Performance Group meeting agendas; and**
- [3] Staffing Committee receive regular updates on the delivery of the corporate action plan.**

5 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That under Section 100(A) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Order 2006, the press and public be excluded from the meeting for the items of business listed below on the ground that they involve the likely disclosure of exempt information as defined in Schedule 12A to the act in the paragraphs indicated:

Item 6: Disciplinary and Grievance Update

Item 7: Re-employment: Advocate

Paragraphs

- (1) Information relating to any individual
- (2) Information that is likely to reveal the identity of an individual

6 DISCIPLINARY AND GRIEVANCE UPDATE

The Deputy Chief Fire Officer and Director of Transformation provided updates on the Service's current caseloads in respect of disciplinary matters.

RESOLVED: That

[1] the update be noted.

7 RE-EMPLOYMENT : ADVOCATE

The Director of Transformation introduced this report which sought approval to appoint an individual to an advocate position following his retirement from Cheshire Fire and Rescue Service.

The Director of Transformation provided Members with a summary of the recruitment and selection process that had taken place and the business case in support of the appointment.

Members were satisfied that officers had provided assurance that the requirements of the Re-Employment and Pension Abatement Policy in respect of re-engagement had been met and agreed that the appointment should be approved.

Members also discussed the criteria in the policy in respect of the delegation to Staffing Committee to approve all re-employment cases and agreed that there should be no changes to the current criteria as it ensured that the process was open and transparent.

RESOLVED: That

[1] the appointment to the role of advocate be approved.

CHESHIRE FIRE AUTHORITY

MEETING OF: STAFFING COMMITTEE
DATE: 7TH MARCH 2018
REPORT OF: CHIEF FIRE OFFICER AND CHIEF EXECUTIVE
AUTHOR: PAUL HANCOCK

SUBJECT: IMPLICATIONS OF THE DECISIONS MADE IN RESPECT OF THE DUTY SYSTEMS FOR THE SECOND FIRE ENGINES AT CREWE AND ELLESMERE PORT

Purpose of Report

1. To update Members in relation to the existing cohorts of on-call firefighters at Crewe and Ellesmere Port following the decisions made in respect of the duty systems for the second fire engines at Crewe and Ellesmere Port at the meeting of the Fire Authority on the 14th February 2018.
2. To present information about the potential redeployment of the existing cohorts of on-call firefighters at Crewe and Ellesmere Port within the Service.
3. To present information about the potential redundancy of those on-call firefighters at Crewe and Ellesmere Port who do not wish to be redeployed within the Service.

Recommendation: That Members:

- [1] Note the position of the existing cohorts of on-call firefighters at Crewe and Ellesmere Port;
- [2] Endorse the proposal to redeploy the on-call firefighters in the existing cohorts at Crewe and Ellesmere Port elsewhere within the Service; and
- [3] Endorse the proposal to facilitate the redundancy of the on-call firefighters at Crewe and Ellesmere Port who do not wish to be redeployed elsewhere within the Service.

Background

4. At the meeting of the Fire Authority on the 14th February 2018 Members considered a report on the review of the duty systems for the second fire engines at Crewe and Ellesmere Port Fire Stations.
5. Having considered the report and following some lengthy discussion and debate Members resolved (extract from Draft Minutes) that:

- [2] the future duty system for the second fire engine at Crewe Fire Station remains wholetime 24 hours a day, 7 days a week; and
- [3] officers be instructed to determine if the second fire engine at Ellesmere Port could be relocated to another area or station in order to satisfy the sustainability question and value for money challenge presented by the review.

Note: Resolution [3] followed a vote intended to secure the continuation of the existing wholetime duty system for the second fire engine at Ellesmere Port. The vote was lost.

Information

Crewe

6. In view of the decision to maintain the wholetime duty system for the second fire engine, there is no longer a requirement for an on-call firefighter cohort at Crewe.
7. As part of the original plan to move to an on-call duty system for the second fire engine at Crewe (an element of the Emergency Response Programme approved by the Fire Authority in 2013) a number (seven) of on-call firefighters were recruited and employed by the Fire Authority. These on-call firefighters continued with their training during the course of the review into the duty system for the second fire engines at Crewe and Ellesmere Port, and are at different stages in their development to become competent firefighters.
8. Following the meeting of the Fire Authority on the 14th February the Station Manager with responsibility for Crewe Fire Station contacted all of the on-call firefighters to inform them of the decision and to establish what their preferences would be regarding their future with the Service. They were provided with information about the possibility of redeployment within the Service, or the potential of securing redundancy should the offer of redeployment be unacceptable because of their full-time employment status and/or personal circumstances.
9. The Station Manager has since advised the Head of Service Delivery that of the seven on-call firefighters at Crewe, six would like to be considered for redeployment within the Service, and one would like to be considered for redundancy.
10. Accordingly, officers are seeking Members endorsement for the redeployment of the six on-call firefighters via the Service's established on-call to wholetime migration process, and the redundancy of the one remaining on-call firefighter via the appropriate mechanism.
11. The six on-call firefighters who have indicated their preference to be considered for redeployment would have to meet the required standards and pass the relevant assessments to be successful in their migration from on-call to wholetime. Consequently, there is the potential some of the on-call firefighters may be unsuccessful in their migration to wholetime.

Ellesmere Port

12. The decision to consider whether the second fire engine at Ellesmere Port could be relocated to another station or location within the Service (coupled with the rejection of a proposal to secure the continuation of the existing wholetime duty system for the second fire engine) means that there is significant uncertainty about the requirement for an on-call firefighter cohort at Ellesmere Port.
13. Proposals for the relocation of the second fire engine at Ellesmere Port are likely to be formally considered by Members in February 2020 (following a period of consultation during the autumn of 2019). The decision, coupled with the timescales associated with the Fire Authority's integrated risk management planning cycle will therefore present a significant challenge in sustaining and retaining the existing on-call firefighter cohort.
14. At the meeting of the Fire Authority on the 14th February 2018 Members also agreed to fund the existing wholetime duty system for the second fire engine at Ellesmere Port from reserves until proposals for the relocation of the second fire engine are considered (February 2020). This is another factor that negates the immediate short term need for an on-call firefighter cohort at Ellesmere Port.
15. Taking account of the above, officers are of the opinion that it would be in the best interests of both the Fire Authority and the on-call firefighters at Ellesmere Port to consider the same opportunities outlined for the on-call firefighters at Crewe.
16. As part of the original plan to move to an on-call duty system for the second fire engine at Ellesmere Port (an element of the Emergency Response Programme approved by the Fire Authority in 2013) a number (five) of on-call firefighters were recruited and employed by the Fire Authority. These on-call firefighters continued with their training during the course of the review into the duty system for the second fire engines at Crewe and Ellesmere Port, and are at different stages in their development to become competent firefighters.
17. Following the meeting of the Fire Authority on the 14th February the Station Manager with responsibility for Ellesmere Fire Station contacted all of the on-call firefighters to inform them of the decision and to establish what their preferences would be regarding their future with the Service. They were provided with information about the possibility of redeployment within the Service, or the potential of securing redundancy should the offer of redeployment be unacceptable because of their full-time employment status and/or personal circumstances.
18. The Station Manager has since advised the Head of Service Delivery that all five of the on-call firefighters at Ellesmere Port would like to be considered for redeployment within the Service.
19. Accordingly, officers are seeking Members endorsement for the redeployment of the five on-call firefighters via the Service's established on-call to wholetime migration process.

20. The five on-call firefighters who have indicated that they would like to be considered for redeployment would have to meet the required standards and pass the relevant assessments to be successful in their migration from on-call to wholetime. Consequently, there is the potential that some of the on-call firefighters may be unsuccessful in their migration to wholetime.

Financial Implications

21. Normally when an individual is made redundant they are entitled to a redundancy payment. However, in this instance the individuals have not reached the qualification threshold of two years. In the circumstances, the intention is to treat them as though they have and make a suitable payment to them.

Legal Implications

22. It will be important that the Service provides appropriate information and support to the on-call firefighters. As with any individual deciding to pursue a career as a wholetime firefighter they will need to fully appreciate the Service's requirements and expectations. There is a possibility that some individuals seeking to migrate may not make the grade. As they will need to give up their existing main employment they will need to appreciate this risk.

23. Whilst the Authority has a policy that it will not make operational staff redundant, those on-call firefighters who do not wish to be redeployed will effectively be redundant. The process is likely to be treated as a voluntary redundancy if the individuals decide that they do not wish to take up the option of redeployment.

Equality and Diversity Implications

24. It is recognised that the redeployment of the existing cohorts of on-call firefighters at Crewe and Ellesmere Port is from a relatively small group of individuals already employed by the Fire Authority and may not provide the same diversity of applicants that could be expected from a new targeted wholetime recruitment campaign.

Environmental Implications

25. None

CHESHIRE FIRE AUTHORITY

MEETING OF: STAFFING COMMITTEE
DATE: 7th MARCH 2018
REPORT OF: GOVERNANCE AND CORPORATE PLANNING
MANAGER
AUTHOR: JOANNE SMITH

SUBJECT: EXCLUSION OF THE PRESS AND PUBLIC

Exclusion of the Press and Public

Recommended:

That under Section 100(A) (4) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Order 2006, the press and public be excluded from the meeting for the items of business listed below on the grounds that they involve the likely disclosure of exempt information as defined in Schedule 12 A to the Act in the paragraphs indicated:

Item 5: Interview for the Head of Protection and Organisational Performance

Paragraph

- (1) Information relating to any individual

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BACKGROUND DOCUMENTS: NONE

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