



**MINUTES OF THE MEETING OF THE STAFFING COMMITTEE held on Monday, 8 November 2021 at Lecture Theatre - Training Centre, Sadler Road, Winsford, Cheshire CW7 2FQ at 12.00 pm**

**PRESENT:** Councillors Bob Rudd (Chair), Mike Biggin, David Brown, Karen Mundry, Stuart Parker and Peter Wheeler

**1 PROCEDURAL MATTERS**

**A Recording of Meeting**

Members were reminded that this meeting would be audio recorded.

**B Apologies for Absence**

Apologies for absence were received from Councillors Micheal Beanland (Councillor David Brown attended as a Substitute Member) and Stef Nelson.

**C Declaration of Members' Interests**

There were no declarations of Members' interests.

**D Minutes of the Staffing Committee**

**RESOLVED:**

**That the minutes of the Staffing Committee held on 23<sup>rd</sup> June 2021 be confirmed as a correct record.**

**L Notes of the Informal Meeting of members of the Staffing Committee**

**RESOLVED:**

**That the notes of the Informal meeting of the Staffing Committee held on 25<sup>th</sup> August 2021 be confirmed as a correct record.**

**2 SARGEANT/MCCLLOUD PENSION DISCRIMINATION - IMMEDIATE DETRIMENT**

The Director of Transformation introduced the report which provided an update on the Sargeant/McCloud Pension Discrimination - Immediate Detriment cases. She explained a Memorandum of Understanding (MoU) had been received on 8<sup>th</sup> October which provided the Service with a framework for processing the cases of detriment.

It was acknowledged that the MoU was not legally binding, but provided a pragmatic

way forward until Government legislation was in place, expected in October 2023.

A Member referred to the uncertainty surrounding the financial implications, with the expectation that the Service would be responsible for payment of the administration costs and the Government the pension costs.

**RESOLVED: That**

**[1] the report be noted; and**

**[2] the intended approach to the handling of the Immediate Detriment cases be endorsed.**

### **3 WORKFORCE PLANNING UPDATE**

Consideration was given to a report of the Head of Service Delivery which provided an update (as at 14<sup>th</sup> September 2021) in respect of the current and predicted operational 'Grey Book' Wholetime levels for the remainder of the financial year 2021-22.

It was noted that there had been an increase in staff leaving the Service early through ill-health/transfer to other fire services, with 15 staff predicted to leave the Service each year through other reasons in addition to the retirement profile.

The recent Crew Manager and Watch Manager promotion boards had been successful with 12 substantive Watch Managers and 19 substantive Crew Managers having been promoted across all departments.

**RESOLVED: That**

**[1] the Workforce Planning update be noted.**

### **4 DISCIPLINE AND GRIEVANCE UPDATE**

Consideration was given to a report of the Head of Human Resources which provided an update on discipline cases, grievances, dignity at work complaints and Performance/Capability procedures within the Service.

The Head of Human Resources highlighted that during 2020 cases were held virtually due to Covid and to ensure they were dealt with in a timely manner. Cases had now reverted to meetings in person.

Page 24, paragraph 9 the figures should have read, 80% to 20% (not 81% to 21%).

**RESOLVED: That**

**[1] the Discipline and Grievance update be noted.**

## **5 SERVICE MANAGEMENT TEAM REVIEW UPDATE AND ACTION PLAN**

The Director of Transformation introduced the Service Management Team Review Update and Action Plan highlighting a number of areas that were now complete.

An update on Objective 1 was given, the Section 151 Officer position was coming vacant due to retirement and the position is currently being advertised.

The Director of Transformation drew Members attention to the timescales for the objectives and advised that the timescale for Objective 3 had been postponed from September 2021 to January 2022.

**RESOLVED: That**

**[1] the Service Management Team Review Implementation Plan (and supplemental Transition Plan) be noted.**

## **6 PRESENTATION ON THE PEOPLE STRATEGY**

The Director of Transformation delivered a presentation which provided an update about developments associated with the People Strategy 2019-22 (the Strategy).

Members were informed that the Strategy was predicated on the 'Steps Framework' which consisted of three main elements: Step In; Step Forward; Step Up. An overview was provided in respect of each of the elements, confirming activities carried out to-date and future intentions. The Director of Transformation gave a presentation which provided further information on the following:-

- Recruitment and Selection
- Equality, Diversity and Inclusion
- Step into Work / Step Forward / Step Up
- Health and Safety
- Engagement and Retention
- 2022-23 People Priorities

The Director of Transformation advised that On-Call Firefighter retention was an ongoing challenge and the Service was working to build relationships with employers. It was noted this was an issue nationally.

The People Strategy 2022-25 was due to be submitted to the meeting of the Fire Authority on 27<sup>th</sup> April 2022 for consideration and approval.

**RESOLVED: That**

**[1] the People Strategy update be noted.**

**7 PRESENTATION ON THE NATIONAL CODE OF ETHICS STANDARDS**

The Consultation and Engagement Officer gave a presentation on the Core Code of Ethics and Core Values which provided further information on the following:-

- NFCC Core Code of Ethics
- CFRS Core Values
- Implementation including gap analysis, development of a Code of Conduct Handbook, revisions to existing documentation.

Members noted that the CFRS Core Values should not be abandoned as these had been produced with staff consultation and were easy to remember and understand.

**RESOLVED: That**

**[1] the presentation be noted.**