

**At a meeting of the HAMPSHIRE FIRE AND RESCUE AUTHORITY HUMAN  
RESOURCES COMMITTEE held at Hampshire Fire  
and Rescue Service Headquarters, Eastleigh  
on 12 October 2016**

The Chairman announced that the press and members of the public were permitted to film and broadcast the meeting. Those remaining at the meeting were consenting to being filmed and recorded, and to the possible use of those images and recording for broadcasting purposes.

**PRESENT:**

Councillors:

a	Ann Briggs	p	Jonathan Glen
a	Roz Chadd	p	Andy Moore
p	Hannah Coombs	p	John Wall
a	Mark Cooper	p	Matthew Winnington
p	Liz Fairhurst		

Councillor Carter also attended the meeting at the invitation of the Chairman.

**141. APOLOGIES**

Apologies were received from Councillors Briggs, Chadd and Cooper.

**142. DISCLOSURES OF INTEREST**

Members were mindful of their duty to disclose at the meeting any disclosable pecuniary interest they had in any matter on the agenda for the meeting, where that interest was not already entered in the Authority's register of interests, and their ability to disclose any other personal interests in any such matter that they might have wished to disclose.

There were no declarations of interest received for the meeting.

**143. MINUTES AND MATTERS ARISING**

The Minutes from the meeting on the 8 July 2016 were agreed to be correct and signed by the Chairman.

**144. DEPUTATIONS**

There were no deputations received for the meeting.

**145. CHAIRMAN'S ANNOUNCEMENTS**

None.

**146. HFRS PEOPLE STRATEGY**

The Committee received a report from the Human Resources Director regarding the People Strategy (Item 6 in the Minute Book).

The People Strategy was introduced and it was highlighted that this was an over-arching, strategic document that set an aspirational position for the Service and sat alongside the Service Plan, the Integrated Risk Management Plan and the Medium Term Financial Strategy. For this reason it was a living document, expected to evolve over time and to primarily be accessed digitally. Implementation would derive from a subsequent delivery plan.

The Committee questioned some of the use of language and the focus on the needs of the organisation. It was agreed that specific concerns regarding language be addressed following the meeting in liaison with Members and confirmed that the purpose of the Strategy was to set out the intent of how people would assist and enable the organisation to meet its aims. Details of how this would be achieved would form part of the delivery plan.

RESOLVED:

- i. That the Human Resources Committee approves the HFRS People Strategy attached at Appendix 1 of the report for publication and implementation. Recognising that the Strategy is a dynamic document reflecting developing plans and priorities for the Service, the HR Director shall, throughout the year, make updates to ensure its continued relevance as required and any amendments shall be approved by HR Committee throughout the year. In addition, an annual review of the Strategy will be presented to the HR Committee each year
- ii. That HR Committee agree that the HFRS People Strategy be brought to the attention of all Fire Authority Members for their information.

#### **147. PATHWAY TO PROGRESSION**

The Committee received a report from the Chief Fire Officer regarding the Pathway to Progression (Item 7 in the Minute Book).

The context of an increasingly complex organisation, and improvements to the existing promotions process in terms of transparency and ensuring the best appointment according to role requirements were outlined to the Committee as the primary drivers for a review of the promotion and development framework. It was confirmed that a toolkit for recruiting managers was being developed as part of this.

RESOLVED:

- i. That the Human Resources Committee endorse the approach and plans to take Pathway to Progression forward.

- ii. That the Human Resources Committee nominate Councillor Glen to this peer review outcome to continue oversight of this priority.

#### **148. HFRS PEOPLE WORKSHOP**

The Committee received a report from the Human Resources Director regarding (Item 8 in the Minute Book).

The concept of the People Workshop was presented to the Committee and it was explained that this was designed to be complimentary to the Service Conference and to provide an opportunity for staff to discuss issues important to them. Therefore it would follow an informal approach and achieving the right level of input from both senior management and Authority Members was important. Members discussed a number of factors pertinent to their potential involvement and agreed that representation should be informal and limited to a small number of Members.

RESOLVED:

That two or three Members of the Human Resources Committee be identified in co-ordination with the Director of HR to attend the People Workshop on behalf of the Authority.

#### **149. ESTABLISHMENT**

The Committee received a report from the Human Resources Director which provided an update on the authorised and actual establishment as of 31 August 2016 (Item 9 in the Minute Book).

The establishment position was set out to the Committee with particular reference to the impact of temporary promotion, the retained fire stations and to recruitment activity since the last report. With regards to the ongoing recruitment of firefighters, the next steps in the process were set out and it was confirmed that 12 percent of those shortlisted were female.

RESOLVED:

- i. That the Human Resources Committee endorse the position against the establishment contained within the report made under the Chief Officer's delegated powers.
- ii. That future establishment reports to HR Committee provide an update on the Service's progress towards reducing the RDS establishment at each fire station.

#### **150. HFRA MEMBERS' ALLOWANCES SCHEME**

The Committee received a report from the Clerk regarding the Members' Allowances Scheme (Item 10 in the Minute Book).

The position of the Members' Allowances Scheme was set out and noted in light of the recent decision of the Fire Authority to proceed with a re-organisation of its governance arrangements.

RESOLVED:

- i. That the HR Committee note the position of the Members' Allowances Scheme in light of the agreed changes to the Governance Structure of the Fire and Rescue Authority and recognises the impracticality of recommending changes before the new structure is operational and its impact can be properly assessed.
- ii. That the HR Committee **RECOMMEND** to the Full Authority that, having had regard to the recommendations of the relevant IRPs and to the Human Resources Committee, the Authority agrees to implement a Members' Allowances Scheme from 1 April 2017 to 31 March 2018, on the same terms as the 2016/17 Scheme, to be applied to the newly constituted Authority as set out at paragraph 4.8.
- iii. That the HR Committee **RECOMMEND** to the Full Authority that a full review of the Members' Allowances Scheme take place by March 2018.