

**Minutes of the Meeting of  
Shropshire and Wrekin Fire and Rescue Authority  
Standards and Human Resources Committee  
held on Tuesday, 18 October 2016, at 2.00 pm in the  
Oak Room at Service Headquarters, Shrewsbury**

**Present**

**Members**

Councillors Adams (Chair), Mrs Barrow, Mellings, Murray, Price, and Turley

**Officers**

Assistant Chief Fire Officer, Human Resources Manager, Development Officer, Equality and Diversity Officer and Executive Support Officers

**1 Apologies for Absence**

Apologies for absence had been received from Councillor Hosken and Independent Person Mr Humphries.

**2 Disclosable Pecuniary Interests**

The Chair reminded Members that they must not participate in the discussion or voting on any matter, in which they had a Disclosable Pecuniary Interest, and should leave the room prior to the commencement of the debate on that matter.

No Disclosable Pecuniary Interests were declared.

**3 Minutes**

Members received the minutes of the Standards and Human Resources Committee meeting, held on 15 March 2016.

It was proposed by Councillor Mrs Barrow, seconded by Councillor Turley and

**Resolved** that the minutes of the Standards and Human Resources Committee meeting, held on 15 March 2016, be agreed and signed by the Chair as a correct record.

**4 Public Questions**

No questions, statements or petitions had been received from members of the public.

The Chair commented that, given the population of the area covered by Fire Authority, it was interesting that the Committee, and indeed other committees and the Fire Authority itself, had not received any public questions at meetings for some considerable time. He asked whether there was some way, in which the public could be made aware of the process. The Assistant Chief Fire Officer responded that officers were looking into the issue and the matter had been discussed at the last Fire Authority meeting. There was now, however, a wide variety of social media platforms, which the public used regularly to raise issues and enter into dialogue with the Service.

## **5 Committee Constitution and Training Needs**

This report brought the constitution of the Standards and Human Resources Committee to its Members for review. The report also asked Members to consider whether there was any training or development, which should be undertaken by the Committee in order to fulfil its role.

The Committee discussed training needs and Councillor Price requested refresher training for the Appeals Panel. Councillor Adams suggested that some training on the scope of both the Green and Grey book terms and conditions would also be useful. The Assistant Chief Fire Officer responded that there is a Member Development Programme planning meeting organised for two weeks' time, and these training requests could be discussed then and possibly incorporated into the Member Conference.

Members raised concerns regarding disclosable pecuniary interests and requested further advice on this issue. Officers undertook to arrange appropriate training.

It was proposed by Councillor Turley, seconded by Councillor Mellings and

**Resolved** that:

- a) The Committee note the constitution of the Standards and Human Resources Committee; and
- b) Officers provide the training and development for Members, as outlined above.

## **6 Ethical Framework Matters**

This report dealt with a number of ethical framework matters, including a review of the Members' Code of Conduct and related documents.

It was proposed by Councillor Price, seconded by Councillor Mrs Barrow and

**Resolved** that the Committee:

- a) agree the Code of Conduct taking note of the changes to job titles
- b) note the review of the related procedures and documents, taking note of the changes to job titles
- c) agree no further recommendations would be made at this time

## 7 Staff Survey – ‘Have your Say’

This report provided Members with an update on the outcome of the Staff Survey, together with an overview of actions taken, and those that are planned.

The Members discussed the contents of the report and were pleased with the generally high level of response.

Councillor Mrs Barrow noted that the StraP group had previously visited stations as part of consultation and queried whether this should continue again to aid improved communication.

It was proposed by Councillor Mrs Barrow, seconded by Councillor Price and

**Resolved** that the Committee;

- a) Note the progress made to date; and
- b) Note the action planned to address the identified issues arising from the results

## 8 Update on Occupational Health Provision

This report gave an update on the Occupational Health (OH) service supplied to Shropshire fire and Rescue Service by the current providers, Shropshire Community Health NHS Trust, McClelland Centre (University of Worcester) and Templar Medical.

Councillor Price queried why operational staff are required to undergo asbestos medicals. The HR Manager (contracts) explained that these medicals are required under HSE legislation.

Councillor Adams queried what the proportion of mental health issues caused by home life and work life was. The HR Manager (contracts) explained that the stress was usually a combination of home and work life issues, and that trauma at work was minimal.

It was proposed by Councillor Mrs Barrow, seconded by Councillor Turley and

**Resolved** that the Committee note the contents of the report.

## 9 Equality and Diversity Steering Group Update

This report provides a summary of the work of the Equality and Diversity Steering Group from October 2015 to the beginning of September 2016.

Councillor Mrs Barrow noted that the Celebration of Success event went well and suggested that the female recruit from Prees could be approached to participate in future recruitment campaigns, should she be agreeable.

Councillor Price noted that the Dyslexia training had been excellent and also enquired whether there was to be any further dementia training. The Equality and Diversity Officer undertook to look into this.

It was proposed by Councillor Price, seconded by Councillor Turley and

**Resolved** that the Committee note the contents of the report.

## **10 Fairness, Respect, Equality Shropshire Ltd.**

This report set out the progress made by Fairness, Respect, Equality Shropshire (FRESH) Ltd. From June 2015 to June 2016.

It was proposed by Councillor Turley, seconded by Councillor Murray and

**Resolved** that the Committee note the contents of the report and the E&D Officer will bring an annual report to the Committee for information.

The meeting closed at 3.05 p.m.

**Chair**.....

**Date**.....