

# Human Resources Committee Constitution and Training

## Report of the Chief Fire Officer

For further information about this report please contact Paul Raymond, Chief Fire Officer, on 01743 260205 or Sharon Lloyd, Corporate Services Manager, on 01743 260210.

### 1 Purpose of Report

This report brings the latest version of the Committee's constitution to the notice of its Members and asks them to consider whether there is any training or development, which should be undertaken by the Committee in order to fulfil its role.

<b>2</b>	<p><b>Recommendations</b></p> <p>Members are asked to:</p> <ul style="list-style-type: none"> <li>a) note the constitution of the Human Resources Committee (attached as an appendix)</li> <li>b) consider and decide whether there is any training or development, which should be undertaken by the Committee in order to fulfil its role.</li> </ul>
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### 3 Committee Constitution

At its Annual Meeting in July each year, the Fire Authority may agree changes in the membership and terms of reference of its committees. It is, therefore, considered good practice for each of the committees to revisit its constitution at the first meeting, which takes place after the Fire Authority Annual Meeting, to ensure that Members are familiar with the latest terms of reference. Accordingly, the constitution of the Human Resources Committee is attached as an appendix to this report.

## **4 Training Issues**

Included in the terms of reference of the Committee is:

“to ensure the provision of appropriate training and development to ensure that all Members of the Committee are able to discharge their responsibilities.”

Members are, therefore asked to consider and decide whether there is any training or development, which should be undertaken by the Committee in order to fulfil its role.

## **5 Financial Implications**

There may be some cost implications relating to the provision of training for Members but these are as yet unknown.

## **6 Legal Comment**

There are no legal implications arising from this report.

Bringing the latest version of the Committee’s constitution to the notice of its Members is not a legal requirement but represents good practice.

## **7 Equality Impact Assessment**

Officers have considered the Service’s Brigade Order on Equality Impact Assessments (Human Resources 5 Part 2) and have decided that there are no discriminatory practices or differential impacts upon specific groups arising specifically from this report. An Initial Equality Impact Assessment has not, therefore, been completed.

## **8 Appendix**

Human Resources Committee Constitution

## **9 Background Papers**

There are no background papers associated with this report.