

Shropshire and Wrekin Fire Authority
Human Resources Committee Meeting
at Brigade Headquarters, Shrewsbury
on Thursday, 4 December 2008 at 11.00 am

Agenda

- 1 Election of Chair**
To elect a Chair for the ensuing year
- 2 Appointment of Vice-Chair**
To appoint a Vice-Chair for the ensuing year
- 3 Apologies for Absence**
- 4 Declarations of Interest**
Members are reminded that they should declare any personal and/or prejudicial interests at this point and that they should leave the meeting before any item, in which they have a prejudicial interest, is discussed.
- 5 Non-Exempt Minutes**
Members are asked to agree the non-exempt minutes of the Human Resources Committee meeting, held on 5 June 2008, and that they be signed by the Chair as a correct record. Attached marked **5. For decision**
- 6 Codes of Conduct for Local Authority Members and Employees – Chapter 3 Consultation Response**
This report briefs members on the proposed code of conduct for local government employees and provides a suggested response to the consultation exercise currently underway. The full consultation report is available at www.communities.gov.uk . Attached marked **6. For decision**
- 7 Attendance Management – Outcomes of the Health and Safety Executive and Communities and Local Government Joint Study**
This report brings to the Human Resources Committee's attention the recent circular on attendance management in the Fire and Rescue Service (FSC 30/2008), the recommendations therein and Shropshire Fire and Rescue Service's current position in relation to those recommendations. Attached marked **7. For decision**
- 8 Attainment of Level 3 of the Equality Standard for Local Government**
This report notifies the Human Resources Committee of the Service's recent successful external assessment at Level 3 of the Equality Standard for Local Government and provides a copy of the draft report resulting from the assessment, together with management comments. Attached marked **8. For information**

9 Fire and Rescue Equality and Diversity Workforce Recruitment Targets 2008-2013

This report informs the Human Resources Committee of the progress with regard to setting the Equality and Diversity Workforce Recruitment Targets as detailed within the Equality and Diversity Strategy 2008-20018. Attached marked **9. For information**

10 Update of Progress against the People Strategy

This report informs Members of the Human Resources Committee about progress against the People Strategy approved by the Committee in 2006. Attached marked **10. For information**

11 Shropshire Partnership Equalities Forum

This report informs the Human Resources Committee of the progress to date on this group, as requested by the Fire Authority. Attached marked **11. For information**

12 Telford Race, Equality and Diversity Partnership

This report informs the Human Resources Committee of the progress of this group, as requested by the Fire Authority. Attached marked **12. For information**

13 Local Government Act 1972

Members are asked to consider a resolution under the Local Government Act 1972 that the public and press be excluded for the following agenda items on the grounds that they involve the likely disclosure of exempt information, as defined by the provisions of Part I of Schedule 12A to the Act, by virtue of the paragraphs 1, 2 and 4.

14 Exempt Minutes (Paragraphs 1, 2 and 4)

Members are asked to agree the exempt minutes of the Human Resources Committee meeting, held on 5 June 2008, and that they be signed by the Chair as a correct record. Attached marked **14. For decision**

15 Applications to undertake Outside Employment (Paragraphs 1 and 2)

This report informs Members of two applications to undertake outside employment. Attached marked **15. For decision**

16 Changes to Assistant Chief Fire Officer Post (Paragraphs 1 and 2)

This report advises the Human Resources Committee of the changes to the post of Assistant Chief Fire Officer within Shropshire Fire and Rescue Service. Attached marked **16. For decision**

17 Determination of Employee Grievance (Paragraphs 1 and 2)

Enclosed in separate sealed envelope, marked **17. For decision**