

**Shropshire and Wrekin Fire Authority**  
**Human Resources Committee**  
**Meeting at Brigade Headquarters, Shrewsbury**  
**on Thursday, 14 January 2010 at 2.00 pm**

**Agenda**

- 1 Apologies for Absence**  
No apologies for absence have been received.
- 2 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 room before any item, in which they have a prejudicial interest, is discussed.
- 3 Non-Exempt Minutes**  
Members are asked to agree the non-exempt minutes of the Human Resources Committee meetings, held on 28 May and 3 September 2009, and that they be signed by the Chair as a correct record. Attached marked **3a and 3b respectively. For decision**
- 4 Public Questions**  
Members are asked to receive any questions, statements or petitions, of which notice has been received, from members of the public.
- 5 Update of Progress against People Strategy**  
This report informs the Human Resources Committee about further progress against the People Strategy approved by the Committee in 2006. Attached marked **5. For decision**
- 6 Physiotherapy**  
This report asks Members to consider the continuation of the trial, fast-track physiotherapy services provided by The Robert Jones and Agnes Hunt Hospital for Shropshire Fire and Rescue Service employees, introduced for a twelve-month period on 1 April 2008 and reviewed in February 2009. Attached marked **6. For decision**
- 7 Capability Policy**  
This report seeks guidance from Members on the usage of the Capability Policy. Attached marked **7. For decision**
- 8 Grievance Policy**  
This report seeks guidance from Members on the detail in the Grievance Policy. Attached marked **8. For decision**

**9 Stress Audit**

This report brings to the attention of the Human Resources Committee the results of the 2009 Stress Audit and resulting activities, either already undertaken or planned. Attached marked **9. For information**

**10 Introduction of Shropshire and Wrekin Fire and Rescue Authority Single Equality Scheme**

This report asks ask the Human Resources Committee to consider the proposed new Single Equality Scheme and recommend to the Fire Authority that it be approved. Attached marked **10. For decision**

**11 Employment of Members of Police Forces by Fire and Rescue Authorities**

This report brings to the attention of the Human Resources Committee the recently issued Fire Service Circular 62/2009, which provides advice regarding the employment of Police Special Constables and Police Community Support Officers as Retained Duty System firefighters. Attached marked **11. For information**

**12 Mediation Review**

This report advises the Human Resources Committee of the latest developments regarding the provision of external mediation services. Attached marked **12. For information**

**13 Analysis of Wholetime Recruitment Monitoring Data 2009**

This report informs the Human Resources Committee of the equality outcomes of the recruitment of wholetime operational staff during 2009. Attached marked **13. For information**

**14 Introduction of Fire and Rescue Service Equality Framework**

This report informs the Human Resources Committee about the new Fire and Rescue Service Equality Framework. Attached marked **14. For information**

**15 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 3.

**16 Exempt Minutes (Paragraphs 1, 2 and 3)**

Members are asked to agree the exempt minutes of the Human Resources Committee meetings, held on 28 May and 3 September 2009, and that they be signed by the Chair as a correct record. Attached marked **16a and 16b respectively. For decision**

**17 Disciplinary Appeals Tribunal Exempt Minutes  
(Paragraphs 1 and 2)**

Members are asked to receive and note summaries of the exempt minutes of the Disciplinary Appeals Tribunal meetings, held on 11 September, 13 October and 16 October 2009, attached marked **17a, 17b and 17c respectively. For information**

**18 Appeals Committee Exempt Minutes (Paragraphs 1, 2 and 3)**

Members are asked to receive and note the summary of the exempt minutes of the Appeals Committee meeting, held on 19 October 2009, attached marked **18. For information**

**19 Applications to Undertake Outside Employment  
(Paragraphs 1, 2 and 3)**

**19a** This report informs Members of an application to undertake outside employment, first raised at the Human Resources Committee on 3 September 2009, and updates them with the further information requested at that time, attached marked **19a. For decision**

**19b** This report informs Members of an application from a Fire Authority employee to undertake outside employment, approved provisionally by the Chair and Vice-Chair of the Committee, attached marked **19b. For decision**