

WYFRA	PERSONNEL AND TRAINING COMMITTEE	28 September 2007	ITEM
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REPORT OF: DIRECTOR OF HUMAN RESOUCES

PURPOSE OF REPORT: TO REQUEST MEMBERS APPROVAL FOR THE PROCEDURE RELATING TO THE TRANSFER OF RETAINED DUTY STAFF TO THE WHOLETIME DUTY SYSTEM

RECOMMENDATIONS: THAT MEMBERS APPROVE THE REPORT

EXEMPTION CATEGORY: NONE

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BACKGROUND PAPERS:

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1 Background and Information

1.1 Previously, retained firefighters join the retained duty system (RDS) by having an informal interview with the Station Manager and a member of staff from Employment Services and then going through a series of physical tests and a medical to ascertain their suitability for employment

1.2 From January 2007, however, retained firefighters have undergone all the same tests as applicants to the wholetime service.

- Application form
- Psychometric test
- Physical Test
- PQA Interview
- Medical

Following this they then go onto complete a 12 month probationary period and a Level 3 NVQ before they become fully competent firefighters and competent pay.

1.3 If an RDS member of staff wishes to transfer to wholetime, i.e. to transfer from a retained contract to a wholetime contract, it is proposed that we would consider this request if;

- They have come through the National Firefighter Tests
- They have passed the 13 week training course or the equivalent modules
- They have passed the probation period
- They have obtained the NVQ
- That the transfer meets the organisational needs at both the donor and the receiving stations

It will, of course, only be possible to grant a transfer request when there are suitable vacancies.

1.4 It is further proposed that if a retained rank holder wishes to transfer to the wholetime service within that rank/role he/she will to complete the appropriate application and undergo the ITOP and ADC for the appropriate rank/role to ascertain their suitability.

1.5 For those RDS personnel who have entered the retained service through the system described in 1.1 it is proposed that if they wish to transfer to the wholetime service they would have to reapply. That is they would, if they had demonstrated their competence be asked to complete a new application form which would then be sifted in the normal way, have a PQA interview and undertake a further medical.

- 1.6 It would not be the intention to ask them to complete the psychometric tests as it is thought that demonstrating their competence has also demonstrated their ability to complete written work to the required standard. There would, of course, be no need to request they take any of the role related physical tests as by demonstrating their operation competence they would be deemed able to carry out the role of firefighter.
- 1.7 It should be noted, that the transfer of RDS staff to our wholetime service might well impact on our diversity targets, as the majority of current retained staff are white and male
- 1.8 In addition if RDS staff wished to transfer in from another Brigade they would have to go through the above process but would also need to have a gap analysis, in terms of competence, carried out to ascertain if their competence level was acceptable for our requirements.

2 Equality and Fairness Implications

- 2.1 The proposal supports equality of opportunity for all firefighters however as 1.7 of the report indicates it may affect recruitment targets for under represented groups.

3 Recommendation

- 3.1 That Members support the proposals contained in points 1.3 to 1.6 of this report