

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

MEETING OF THE PERSONNEL AND TRAINING COMMITTEE TO BE HELD ON FRIDAY 26 MARCH 2010 AT 10.30 A.M. IN THE CONFERENCE ROOM, FIRE SERVICE HEADQUARTERS, BIRKENSRAW

AGENDA

1. Minutes of meeting held on 5 February 2010 (p 1)
2. Urgent items
3. Admission of the Public :

The Committee is asked to consider whether, by resolution, to exclude the public from the meeting during the items of business marked with an 'E' reference, because of the possibility of the disclosure of exempt information.

4. Declarations of interest

To consider any Declaration of Interest in relation to any item of business on the agenda.

Items for decision

5. Day crewing - specialist policy (p 7)

Items for noting

6. Equality and Diversity update (p 15)
7. Institute of Fire Engineers examinations (p 62)
8. Gap analysis – equality standards in the Fire and Rescue Service (p 66)

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY
MEETING OF THE PERSONNEL AND TRAINING COMMITTEE
HELD ON 26 MARCH 2010
AT FIRE AND RESCUE SERVICE HEADQUARTERS, BIRKENSHAW,

Present: Councillors D Hollingsworth (in the Chair); S Armitage (for agenda items 5 – 8, Min nos. 48 – 51 refer), V Binney, M Coulson, D Firth, T Hardwick, M Jamil, G Kirkland (as substitute for Councillor D Ridgway) and A McKenna

Apologies : Councillors D Ridgway and N Ikram

In attendance : Councillor P Booth

44 MINUTES OF THE LAST MEETING

RESOLVED

That the Minutes of the Committee at a meeting held on 5 February 2010 be signed by the Chair as a correct record.

45 URGENT ITEMS

None.

46 EXCLUSION OF THE PUBLIC – SECTION 100A LOCAL GOVERNMENT ACT 1972

There were no items which required the exclusion of the public and press.

47 DISCLOSURES OF INTEREST

No disclosures of interest in any matter under consideration were made.

48 DAY CREWING – SPECIALIST POLICY

Consideration was given to a report of the Director of Human Resources which sought approval of an addition to the approved Day Crewing policy to include staff assigned to the Urban Search and Rescue unit based at Cleckheaton Fire Station. The changes would ensure that the most appropriately trained staff and specialist vehicles would be available to attend any major incident as required on a 24 hour / 365 day basis.

RESOLVED

That the Day-crewing (specialist) policy be approved.

49 EQUALITY AND DIVERSITY UPDATE

The Director of Human Resources submitted a report which provided an update on the work of the Equality and Diversity department including a detailed breakdown of the work being carried out to raise awareness of careers in the fire and rescue service, recruitment, progression and retention of women and black and minority ethnic (BME) employees and access adjustments made to Authority premises.

Members made reference to the following specific issues;

- Provision of disabled parking bays
- Supply of appropriate uniforms to female staff

RESOLVED

- (i) That, subject to the inclusion of Councillor Binney as being a participant in the Equality Standards Level 5 assessment process in January 2010, the report be noted; and
- (ii) That a report be submitted to a future meeting of this Committee advising of progress with the procurement of female uniforms.

50 INSTITUTE OF FIRE ENGINEERS EXAMINATIONS

Members considered a report of the Director of Human Resources which advised of the proposal to introduce the Institute of Fire Engineers examinations into West Yorkshire Fire and Rescue Service's promotion processes.

It was reported that the examinations, linked to the national Qualifications and Credit Framework (QCF), were a robust method of assessment for promotion and provided valuable professional recognition of firefighters' skills and knowledge.

RESOLVED

That approval be given to the introduction of the Institute of Fire Engineers examinations into West Yorkshire Fire and Rescue Service's promotion processes with effect from 2011.

51 GAP ANALYSIS – EQUALITY STANDARDS IN THE FIRE AND RESCUE SERVICE

Consideration was given to a report of the Director of Human Resources which sought approval for a proposed action plan to allow progression towards external assessment

by the Improvement and Development Agency (I&DeA) aimed at the award of the Excellent Level of the new Fire and Rescue Service Equality Framework in October 2010.

A gap analysis had been undertaken which had identified relatively minor areas for improvement (detailed in annex 1 to the report now submitted) which included the following issues;

- Role of Equality and Fairness Member champion
- Community consultation and partnership working
- Black and minority ethnic (BME) progress for green book staff
- Review of facilities on station
- Procurement eg uniforms

Members were advised that work was underway to address each of the issues raised in the analysis but that part of the focus was about challenge and the path to improvement rather than the achievement of a specific standard.

RESOLVED

- (i) That the results of the gap analysis against Level 5 of the Equality Standards for Local Government (ESLG) be noted;
- (ii) That approval be given to progress an external assessment by the Improvement and Development Agency with a view to achieving ESLG Excellent Level.

Chair