



**Safest People, Safest Places**

**Combined Fire Authority**

**11 March 2024**

**Notes of the Human Resources Committee held on 20 February 2024**

---

**Report of the Chair of the Human Resources Committee**

---

**Members Present:** Cllr C Martin in the Chair  
Cllrs A Batey, J Quinn and D Ray

**Purpose of the report**

1. The purpose of this report is to provide members with an update on the discussions and recommendations of the Human Resources Committee held on 20 February 2024

**Sickness Absence Performance Report Quarter Three 1 April 2023 to 31 December 2023**

2. K Metcalfe introduced the report which provided an update on sickness absence performance for the period 1 April 2023 to 31 December 2023.

Members discussed sickness through injury, return to work procedures, mental health and possible links to Covid. It was agreed that Members would receive a breakdown of mental health absence data at year end.

The committee **noted** the report.

**Health and Safety Report Quarter Three 1 October 2023 to 31 December 2023**

3. Members received a summary of the Service's health and safety performance for the end of the third quarter of the 2023/24 reporting period.

Discussion took place around vehicle accidents, near misses and investigations incomplete after 28 days. It was agreed to review the narrative for the PI around investigations incomplete after 28 days.

Members **noted** the report.

### **Values and Culture in Fire and Rescue Services Spotlight Action Plan Update**

4. K Metcalfe introduced a report which provided an update on the progress made towards completion of the Action Plan relating to HMICFRS Values and Culture Report and the recommendations made.

Discussion took place around the procedure change for DBS checks. Members noted that although it was a challenging task it would be greatly beneficial to the Service and Fire sector.

Members **noted** the report.

### **Equality Reporting 2023**

5. K Metcalfe introduced the report which updated the committee on the annual reports published by the Service for Public Sector Equality Duty and Gender Pay Gap.

Members discussed flexible working arrangements noting that all requests were considered however flexibility was limited for operational staff.

The Committee **noted** the report.

### **NFCC Equality Diversity and Inclusivity Maturity Model**

6. J Parry introduced the report which provided an update on the progress made in the implementation of the NFCC Equality Diversity and Inclusivity Maturity Model.

Members commented on the commendable work carried out by the EDI group.

The Committee **noted** the report.

## **Additional Health Care Benefit**

7. K Metcalfe introduced the report which provided an update on the implementation of the trial of additional workforce healthcare benefit, through Benenden Health.

Members commented on the positive use to date and noted that it would be interesting to see the effects on sickness absence moving forward.

The Committee **noted** the report.

## **Staff Survey Outcomes**

8. K Metcalfe introduced the report which informed the committee of the findings of the staff survey conducted by People Insight over September and October 2023.

The Committee **noted** the report.

## **PART B**

### **Employee Relations Update**

9. Members were provided with details of informal and formal complaints received by the Service from its workforce as well as the instigation of any disciplinary action for the period 1 April 2023 to 31 December 2023.

Members commented on the information.

The Committee **noted** the report.

### **Recommendation**

10. Members are requested to **note** the report.