

**AWDURDOD TÂN AC ACHUB CANOLBARTH A GORLLEWIN  
CYMRU**



**MID AND WEST WALES FIRE AND RESCUE AUTHORITY**

**COFNODION Y PWYLLGOR PERSONÉL  
MINUTES OF THE PERSONNEL COMMITTEE**

**DYDD LLUN, 11 RHAGFYR 2006  
MONDAY, 11 DECEMBER 2006**

***PENCADLYS Y GWASANAETH TÂN,  
HEOL LLWYN PISGWYDD, CAERFYRDDIN***

***FIRE SERVICE HEADQUARTERS,  
LIME GROVE AVENUE, CARMARTHEN***

**PRESENOLDEB/ATTENDANCE**

Presennol yn y Cyfarfod/Present at Meeting:

CADEIRYDD/CHAIRMAN: Mrs C Philpott

IS-GADEIRYDD/VICE CHAIRMAN: D R James

AELODAU/MEMBERS: Cyng/Cllrs: C J Crowley, B J Hall,  
P James, F M Jones, M Williams

YMDDIHEURIADAU/APOLOGIES: Cyng/Cllrs: K Harris

## **1 DECLARATION BY MEMBERS OF ANY PERSONAL INTERESTS**

The Clerk declared an interest in agenda item 10 and retired from the meeting during discussion of that item.

## **2 TO RECEIVE AND CONSIDER THE MINUTES OF THE MEETING HELD ON 25<sup>TH</sup> SEPTEMBER 2006**

The minutes of the meeting held on 25<sup>th</sup> September 2006 were received and approved as a true record.

## **3 TO RECEIVE A REPORT ON ATTENDANCE AND ILL HEALTH**

Consideration was given to the latest available sickness absence figures for the period April – October 2006, and of figures profiling ill-health retirements during the same period.

In respect of sickness absence, the overall average for the accounting period equated to an average figure of 4.48 shifts lost (compared to 5.61 shifts lost for the same period in 2005) with an overall projected figure for the end of year being 7.68 shifts lost (against a figure of 9.61 for the same period last year).

The current performance was significantly better than that of the same period in 2005, and this improvement could, in part, be attributed to the organisation's Performance Management Framework which allowed managers to track good or poor performance. Greater emphasis had also been placed on the Service's Accident Reporting procedures with early referrals made to the Occupational Health Service where necessary, with a view to introducing early medical and rehabilitation measures wherever possible.

Managers had been reminded to provide regular updates to the Occupational Health Consultant where home visits or other contact occurred with colleagues on long term sickness absence in an effort to ensure that a balanced approach was adopted at all times. Although the current sickness absence statistics were encouraging, all managers would be further reminded to ensure that they continually tracked attendance issues via the Performance Management Framework which operated at Station and Departmental levels. It was the intention to place greater emphasis on developing the organisation's commitment to a Health and Wellbeing Strategy in the coming months, and a further report on this issue would be provided at the next meeting once the evaluation of the Occupational Health Service provision had been completed.

Members were pleased to note that the Service's sickness absence figures were the best performing in the family group and offered congratulations to Managers for their efforts in achieving this.

## **RESOLUTION**

***It was RESOLVED***

***That the current sickness absence statistics and ill-health retirement figures be received and noted.***

#### **4 TO RECEIVE A REPORT ON THE REVIEW OF FIREFIGHTERS PENSION SCHEME ARRANGEMENTS**

It was reported that the Firefighters' Pension Scheme Order 2006 provided that a Fire and Rescue Authority may continue to support and maintain an existing Group Personal Pension (GPP) and / or Stakeholder Pension Scheme for current RDS members who chose not to join the New Firefighters' Pension Scheme. Members gave consideration to a report which outlined the core considerations for the Authority.

#### **RESOLUTION**

*It was RESOLVED*

*That the Authority continued to support the existing stakeholder pension scheme for current members of that scheme as an alternative to the NFPS, and agreed to continue to make employer contributions and deductions at source, in line with current arrangements.*

#### **5 TO RECEIVE A REPORT ON THE DISABILITY EQUALITY SCHEME**

Consideration was given to the Service's Disability Equality Scheme which was a requirement under the Disability Discrimination Act (2005). The report outlined the work to be undertaken over the next three years to enable the Service to meet its responsibility under both the general and specific duties outlined under the Act.

Members were very supportive of the Scheme and stressed the importance in particular of ensuring that the key priorities listed at 37.7 would be carried out as thoroughly and as widely as possible.

#### **RESOLUTION**

*It was RESOLVED*

*That the Disability Equality Scheme be approved*

#### **6 TO RECEIVE THE HEALTH AND SAFETY MANAGEMENT PERFORMANCE REPORT**

Members received the Health and Safety Performance Report which provided Members with an overview of the work which had been carried out within that Department in order to improve the management of health, safety and welfare of employees within the Service.

Of particular interest was the report on the review of the Service's Drugs and Alcohol at Work Policy which had taken into account a proposal to introduce a random drugs and alcohol testing process across the Service. The revised policy document outlined the intended process and had already been circulated to Trade Union Representatives within the organisation for initial feedback with the intention to finalise the policy within the coming weeks. A certain amount of

negative feedback had been received from the Trade Unions and further discussions would be taking place with them in the near future. The revised policy requirements were expected to be implemented from the 1<sup>st</sup> March 2007, when drug and alcohol testing would commence. It was noted that further information would be made available to Members in due course.