

REPORT OF THE CHIEF FIRE OFFICER**WEST MIDLANDS REGIONAL MANAGEMENT BOARD RESOURCES PROJECT OVERVIEW****1 Purpose of Report**

To update Members on the West Midlands Regional Management Board Human Resources (HR) project overview, following changes to the National Framework Document, including detail of the involvement of Shropshire Fire and Rescue Service officers.

2 Recommendations

Members are asked to note the report.

3 Background

The West Midlands Regional Management Board (WMRMB) has seven thematic project areas, covering a range of requirements for work generated largely by the National Framework Document. Following a recent review of these areas and the release of the National Framework Document 2006-08 the Resources Project Board has refreshed the project plan and it is attached to this report.

4 Report Detail

The table below shows the subject areas that make up the thematic area, the project manager and the Service that employs them. The West Midlands, being the largest Service, has been given two of the subject areas to manage.

Subject Area	Project Manager	Fire Service
Resourcing	Lisa Vickers	Shropshire
HR Strategy	Sue Croughan	Staffordshire
Sickness/Ill Health	Mary Smith	West Midlands
Improving Opportunities/Equality Strategy	Zahoor Ahmed	Hereford & Worcestershire
Workforce Development	Doug Tweddle	West Midlands



Lisa Vickers is the HR Manager for Shropshire and meets with her project team, made up of other officers in other Services, for an average of one day per month, inclusive of travelling time.

As well as providing a Project Manager for one of the subject areas, Shropshire also supports the other project work through the involvement of the Equality and Diversity Officer, the Development Manager and an HR Officer, each contributing approximately 12 days per annum to regional work.

The Project Board for the Resources thematic area is made up of one Assistant Chief Officer with responsibility for Human Resources matters from each Service (Louise McKenzie from Shropshire) with the exception of Warwickshire, which is represented by its Head of HR.

The Project Board is responsible for determining and directing the work in conjunction with the Senior Responsible Owner for the project, who is Councillor Hartin from Shropshire. The Board meets monthly for up to 2¹/₂ hours, usually requiring a minimum of one ¹/₂ day commitment from the ACO, when travelling time is added.

5 Legal Comment

There are no legal implications arising directly out of this report.

6 Appendix

WMRMB Thematic Project Area: Resources

7 Background Papers

There are no background papers to this report.

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk); the implications are detailed within the report itself.

Balance Score Card		Integrated Risk Management Planning	
Business Continuity Planning		Legal	
Capacity	*	Member Involvement	
Civil Contingencies Act		National Framework	
Comprehensive Performance Assessment		Operational Assurance	
Equality and Diversity		Retained	
Efficiency Savings		Risk and Insurance	
Environmental		Staff	*
Financial		Strategic Planning	*
Fire Control/Fire Link		West Midlands Regional Management Board	*

For further information about this report please contact Louise McKenzie, Assistant Chief Officer, on 01743 260280.



WMRMB Thematic Project Area:

Resources

VERSION 2 – 13TH APRIL 2006

WMRMB Thematic Project Area: Resources			
Project Board:	Project Senior Responsible Owner:	Cllr Nigel Hartin	
	Lead Officer:	Robert Hulland	
	Project Senior Users/Suppliers:	H&WF&RS	Jim McCullagh
		Shropshire F&RS	Louise McKenzie
		Staffordshire F&RS	Christine Walker
		Warwickshire F&RS	Alison Symmers
		WMFS	Robert Hulland
Project Stakeholders:	GOWM, Rep. Bodies		

Thematic Area	Framework Reference(s)		Subject Area	Project Manager
	05/06	06-08		
Resources	5.12	6.11	Resourcing	Lisa Vickers
	5.12	5.13	HR Strategy	Sue Croughan
	5.12	5.37	Sickness/III Health	Mary Smith
	5.20/5.17	5.19	Improving Opportunities / Equality Strategy	Zahoor Ahmed
	6.7/6.11	6.11	Workforce Development	Doug Tweddle

Project Outputs					Priority for delivery
National Framework Requirement (relevant paragraph):	Time (to be delivered by):	Cost to implement/projected savings/target (i.e. BVPI)	Regional or National Target applied	Quality outcome/output expected	H: High M: Medium L: Low
<p>PROJECT 1.</p> <p>This is a should do activity within the Framework Document.</p> <p>5.13 Fire and Rescue Authorities through RMBs SHOULD draw up a regional HR strategy by summer 2006.</p> <p>The Regional Management Board will develop a Regional HR Strategy by September 2006</p>	30 th September 2006	<p>The cost to develop a Regional HR Strategy will be approximately 5 persons @ 3days = 15 person days.</p> <p>The savings to the Region of employing a task and finish group will be approximately 60 person days in total.</p>	National	<p>The Regional Management Board will develop a Regional HR Strategy by August 2006</p> <p>Co-ordinated approach to delivery of HR in the Region:- Process streamlining; reduction in duplication of effort; adoption of strategy across the Region; and the sharing of ideas and knowledge.</p>	High
<p>PROJECT 2.</p> <p>This is a should do activity within the Framework Document</p> <p>5.19 Fire and Rescue Authorities, through Regional Management Boards, SHOULD produce an equalities strategy.</p> <p>The Regional Management Board will develop a Regional Equalities Strategy.</p> <p>This will be dependant upon any revision</p>	30 th September 2006	<p>38 person days.</p> <p>The savings to the Region of employing a task and finish group will be approximately 152 person days in total.</p>	National	<p>Outcomes:</p> <ol style="list-style-type: none"> 1. Establishments that reflects local communities. 2. Adoption of the Regional Strategy by all 5 Fire and Rescue Services. 3. Satisfying the CPA. <p>Outputs:</p> <ol style="list-style-type: none"> 1. Model for equality and diversity training 2. Deliver a unified approach to the Equality Standard 	High

Project Outputs					Priority for delivery
National Framework Requirement (relevant paragraph):	Time (to be delivered by):	Cost to implement/projected savings/target (i.e. BVPI)	Regional or National Target applied	Quality outcome/output expected	H: High M: Medium L: Low
arising from the new National Framework Document in respect of recruitment targets for under-represented groups.				for Local Government 3. Develop a consistent good practice framework for Race Equality Schemes. 4. Establish a policy framework for equality and diversity policies, procedures and programmes.	
<p>PROJECT 3</p> <p>This is a should do activity within the Framework Document.</p> <p>6.11 Fire and Rescue Authorities, through Regional Management Boards SHOULD</p> <p>1. seek to ensure that learning and development is carried out in ways that reflect the principles set out in the LDS;</p> <p>2. support and monitor the delivery of learning and development in accordance with the key elements of the LDS.</p> <p>3. ensure that learning and development forms part of regional HR strategies</p>	March 2008	<p>200 person days.</p> <p>The savings to the Region of employing a task and finish group will reduce the need for each Service to develop and implement its own strategy, estimated to be approximately 400 days in total.</p>	National	<p>Outcome: The implementation of a regional workforce development strategy.</p> <p>Output:</p> <ol style="list-style-type: none"> 1. Common approach to IPDR. (Completed in 05/06) 2. Common approach to Assessment and Development Centres. 3. Common policy for Firefighter Development 4. Common policy for 	High

Project Outputs					Priority for delivery
National Framework Requirement (relevant paragraph):	Time (to be delivered by):	Cost to implement/projected savings/target (i.e. BVPI)	Regional or National Target applied	Quality outcome/output expected	H: High M: Medium L: Low
(Some outputs have already been delivered.)				Supervisory Manager Development. (Completed in 05/06) 5. Common policy for Middle Manager Development. 6. Common policy for Workplace Assessment.	
<p>PROJECT 4</p> <p>This is a should do activity within the Framework Document.</p> <p>Within the Framework Document, Fire and Rescue Authorities through Regional Management Boards SHOULD:</p> <ol style="list-style-type: none"> 1. Draw up a regional HR strategy by Summer 2006 encompassing resourcing. 2. From September 2007, use national processes for the recruitment of firefighters and the progression of operational and control staff. 	<p>30th September 2006 for the development of strategy.</p> <p>30th September 2007 for implementing a regional resourcing policy.</p> <p>Identification of good practices in workforce planning by December</p>	<p>Unknown at this stage. A further update will be provided to the Regional Management Board once an assessment has been carried out.</p>	<p>National and Regional</p>	<p>Outcome: More efficient and effective resourcing within the Region.</p> <p>Output: 1. Establishment of good practices in workforce planning. 2. Community Outreach Network 3. Use of national processes for the recruitment of firefighters and the progression of operational and control staff</p>	<p>Medium</p>

Project Outputs					Priority for delivery
National Framework Requirement (relevant paragraph):	Time (to be delivered by):	Cost to implement/projected savings/target (i.e. BVPI)	Regional or National Target applied	Quality outcome/output expected	H: High M: Medium L: Low
	2006. Establish a community outreach network by December 2008.			4. Meeting national targets for under represented groups.	
PROJECT 5 This is a should do activity within the Framework Document. 5.37. Within the Framework Document, Fire and Rescue Authorities SHOULD consider the cost and organisational benefits of operating their occupational health on a regional basis.	March 2007	5 persons @ 5 days each = 25 person days. Potential savings will need to be identified once further work has been completed. This will be reported back to a future meeting of the Regional Management Board.	National	Outcome: Efficient and effective occupational health and sickness/ill health management provision within the Region. Output: Shared occupational health services. Common health advice provision. Reduced sickness absence.	Medium