

# People Policy Statement

## Policy objectives

We will:

1. Be an employer of choice by creating an internal environment that is inclusive, well led, effectively managed and legally compliant
2. Ensure that we have robust workforce and succession planning arrangements in place that align with our financial and strategic planning processes
3. Ensure our staff/volunteers are safe and competent to fulfil the requirements of responding to emergencies and supporting the safety, health and well-being of the communities we serve
4. Ensure that our procedures and practices comply with employment law and follow the principles of the CIPD (Chartered Institute of Personnel and Development) and ACAS (the Advisory, Conciliation and Arbitration Service)
5. Ensure our leaders and staff/volunteers are supported and work in line with our values and behaviours
6. Ensure that all operational staff are recruited, trained, developed and assessed to meet the requirements of their role, including the maintenance of an Operational Licence
7. Quality assure all operational training using procedures that are aligned to National Occupational Standards
8. Develop the skills, knowledge and behaviours of our staff/volunteers to operate in a multi-agency and changing environment to meet organisational needs
9. Ensure our approach to how we develop our people promotes fairness and equality in relation to the Equality Act (2010)
10. Support and actively manage staff/volunteers whose performance does not meet expectations
11. Attract, recruit and retain a diverse and inclusive workforce that is reflective of the community we serve
12. Manage the health, fitness and well-being of our staff/volunteers and provide additional support when it is needed
13. Recognise and reward our staff accordingly, ensuring that it is fair and consistent
14. Collect, monitor and analyse the workforce data relating to our existing staff/volunteers to identify any trends that can be acted upon

## Compliance and assurance

The Authority delegates these policy objectives to the Chief Fire Officer who will ensure that adequate procedures are in place and are appropriately resourced. The Director for People Services will monitor and assure this policy through reviewing performance against a robust performance framework. They will also conduct a review of the effectiveness of this policy as part of our annual Statement of Assurance required under the National Framework for Fire and Rescue Services which will be approved by the Finance and Governance Committee.

We will also assure through reports received and judgements made by Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS).

## Document Management:

Lead director	Review Date
Jenny Long	February 2020