

MERSEYSIDE FIRE AND RESCUE AUTHORITY			
MEETING OF THE:	AUTHORITY		
DATE:	21 MAY 2020	REPORT NO:	CFO/016/20
PRESENTING OFFICER	CHIEF FIRE OFFICER		
RESPONSIBLE OFFICER:	NICK MERNOCK	REPORT AUTHOR:	AMANDA CROSS
OFFICERS CONSULTED:	SARA FIELDING, JOHN PRICE, MIKE PILKINGTON, KELLY PATTERSON		
TITLE OF REPORT:	PEOPLE AND ORGANISATIONAL DEVELOPMENT POLICIES		

APPENDICES:	APPENDIX A:	OVERARCHING WELLBEING POLICY
	APPENDIX B:	RECRUITMENT POLICY
	APPENDIX C:	PROMOTIONS POLICY
	APPENDIX D:	BEREAVEMENT SERVICE INSTRUCTION

Purpose of Report

1. To advise members of the newly developed People & Organisational Policies created to reflect changes in national legislation alongside delivery of the MFRA's People Strategy.

Recommendation

2. That Members;
 - a. Approve the policies attached in Appendix A, B & C.
 - b. Approve the Instruction Appendix D which includes a commitment to continue to pay an employee their normal salary rather than the statutory prescribed amount for any period of Parental Bereavement leave.

Introduction and Background

3. MFRS regularly reviews its provision of people related policies to ensure that it remains both an employer of choice, and in line with statutory requirements. In addition, our People Strategy Implementation Plan outlines a series of actions which contribute towards overall delivery of the People Strategy thereby improving the service we offer to be public by harnessing the talents of our staff.
4. The policies included in Appendices A, B & C deliver a number of key actions with the People Strategy as well as improving the overall policy framework of the

Authority. Each policy will also be supported by an accompanying Service Instruction providing the necessary additional detail surrounding each area.

5. The Overarching Wellbeing Policy outlines the Authority's commitment to employee wellbeing and describes various the supportive mechanisms in place to enable our employees to work towards a healthy work/life balance. This policy complements the existing Positive Mental Health & Wellbeing Policy and signposts employees to available services and support.
6. The Recruitment policy sets out the organisation's intent of attracting and recruiting a diverse workforce that reflects of our community and which will deliver on the Authority's objectives as set out in the Integrated Risk Management Plan (IRMP). This policy links the processes which are fundamental to recruitment including Positive Action, Workforce & Succession Planning and On-boarding.
7. The Promotions Policy sets out the broad principles behind how the Authority supports staff wishing to develop through the organisation. Promotions and Recruitment are closely linked with positive action a key element of both policies. The promotions policy links to the wider organisational succession & workforce planning activities and ensures that the Authority has the right people in the right roles, at the right time. It supports key elements of the People Strategy in relation to attracting and developing talent and strengthening leadership.
8. The Bereavement Leave Service Instruction has been developed in response to the Statutory Parental Bereavement Leave Regulations 2020, which provide a right to 2 full weeks of paid leave for employees who suffer a bereavement of a child under the age of 18.
9. Such occurrences are thankfully rare in MFRA and Officers believe it is appropriate for the Authority to offer paid parental bereavement leave entitlement from the start of employment, rather than after 26 weeks service, as well as paying staff at their normal rate rather than the reduced statutory rate of £148.68 per week.
10. Officers have also reviewed existing bereavement leave arrangements and propose as part of this new instruction to increase the amount of paid leave granted for staff who suffer a bereavement of a close family member from 3 days currently to 1 full week / 1 full tour of duty. This approach brings the Authority in line with other organisations and reflects the commitment to support our staff through these challenging situations.

Equality and Diversity Implications

11. The EIA/PIA's have completed and submitted onto the Portal.
12. The policies are designed to improve the provisions to our current and potential employees. The Recruitment Policy references our positive action activities and

the overall arching wellbeing policy signposts employees to supportive mechanisms to assist them to meet the requirements of the role.

Staff Implications

13. The Service has a People Strategy designed to support Managers and employees to achieve the Mission Statement. These new policies are there to underpin this strategy.

Legal Implications

14. The policies comply with the Statutory Parental Bereavement pay (General) Regulation 2020, The Equality Act 2010 and the Employment Rights Act 1996 (as amended by the bereavement pay legislation)

Financial Implications & Value for Money

15. The Authority currently approves 3 days paid compassionate leave for any bereavement of a close relative. The positive improvements outlined will have a negligible impact as Parental Bereavement is a very rare occurrence and the additional leave granted for other bereavements will be accommodated for within existing staffing arrangements and budgets.

Risk Management, Health & Safety, and Environmental Implications

16. The Service recognises that physical and mental health and safety issues should be managed carefully and employees signposted to supportive interventions.

Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

17. Employers who adopt wellbeing strategies have more productive workforces. The Recruitment and Promotion policies advertise how the Service is committed to recruiting and developing diverse talent to ensure that we have careful selected and promoted employees who put community safety at the forefront of their work.
18. Leadership has never been more significant having important impact on our community, the service we deliver and the teams and individuals within it.

BACKGROUND PAPERS

GLOSSARY OF TERMS
