

THE HIGHLAND AND ISLANDS FIRE BOARD
25 AUGUST 2006

RANK TO ROLE

Agenda Item	
Report No	

Summary

In line with the modernisation agenda and following National Guidance the Highlands and Islands Fire & Rescue Service have undertaken the process of the move from Rank to Role. Below is a brief outline of the actions taken by the Service.

Background

Following the independent review of the Fire Service in Autumn 2002, and the subsequent settlement of the industrial dispute, the National Joint Council for Local Authority Fire & Rescue Services (NJC) agreed to replace the 13 ranks in existence with 7 roles. These roles were defined by reference to the National Occupational Standards (NOS), which were to form the basis of the Integrated Personal Development System (IPDS). As part of this agreement, the existing pay structure based on the rank and length of service would be replaced by one based on role, competency and job size.

To facilitate this transition, a process of pay assimilation was implemented in accordance with NJC Joint Circular 13/03. This initial process was always seen as an interim agreement pending the outcome of rank to role.

The HIFRS Rank to Role task and finish team decided that the best way to take the issue forward was to develop a Role Analysis Questionnaire, (RAQ). The RAQ was developed based on role map units and elements and was seen as particularly appropriate because it involved post holders in the production of evidence. It was also envisaged that the RAQ process brought additional benefits, including:

- Ownership of the outcomes by individual post holders
- Informal identification of individual learning needs for post holders with regard to relevant role maps
- Establishing the basis for a review of the organisational structure of HIFRS

The RAQ includes a series of questions to determine the "size" of particular posts. These sizing questions were developed in collaboration with Grampian, Tayside and Central Scotland Fire and Rescue Services.

Following completion of Role Analysis and Job Size questionnaires by a representative sample of post holders, these were considered by job evaluation panels consisting of members of the 'task & finish' group.

The job evaluation panels have concluded their work and have made their recommendations to the Chief Fire Officer. Letters to those affected by the process, informing them of the outcomes were sent out on Monday 17th July 2006.

There will now be a period of time available to allow the agreed appeal process to be implemented.

This process has been fully costed and will result in minor long term savings. However the ongoing appeals process may have financial implications which will be reported to the Board.

Recommendation

Fire Board Members note the content of the briefing paper – Rank to Role.

Signature:

Designation: Chief Fire Officer

Date: 2 August 2006