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NATIONAL JOINT COUNCIL FOR LOCAL AUTHORITY FIRE AND RESCUE SERVICES

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**To: Chief Fire Officers
Chief Executives/Clerks to Fire Authorities
Chairs of Fire Authorities
Directors of Human Resources at Fire Authorities**

Members of the National Joint Council

10 June 2008

CIRCULAR NJC/10/08

ROLEMAPS AND NATIONAL OCCUPATIONAL STANDARDS

Dear Sir/Madam

1. Section 3, paragraph 1, of the National Joint Council's Scheme of Conditions of Service (Grey Book) sets out the roles and responsibilities of employees covered by the Scheme:

"1. The roles of fire and rescue service employees are those defined within the Integrated Personnel Development System and set out in accredited occupational standards determined by the Emergency Fire Services Vocational Standards Group*. The roles used shall be as the fire and rescue authority considers necessary and specific activities within those roles will be determined by the authority to meet the local needs of the service based on risk. "

* now known as the Fire and Rescue Sector Vocational Standards Group

2. Furthermore, Section 3, paragraph 6, states:

"6. The units of competence that form each of these roles are laid down in the NJC document – *Fire and Rescue Services Rolemaps*. Fire and rescue authorities can require any reasonable activity to be carried out by an individual employee within his or her role map.. ."

3. The *Fire and Rescue Services Rolemaps* document was issued by the National Joint Council in August 2005. The rolemaps and national occupational standards contained therein were developed in October 2001 and May 2003.

4. At its meeting today the National Joint Council recognised that it may be in the best interests of the UK fire and rescue service for rolemaps and/or national occupational standards to be reviewed and if necessary revised from time to time, as appropriate.
5. Accordingly, the National Joint Council has decided to create a small sub-Committee specifically to consider any proposed changes put forward either by the external bodies responsible for the development of such issues or by either side of the National Joint Council, including the Middle Managers Negotiating Body.
6. The sub-Committee, which will include Middle Manager Negotiating Body representation, will meet as and when necessary in order to make recommendations to the National Joint Council and/or Middle Managers Negotiating Body as appropriate.

Yours faithfully

SARAH MESSENGER

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Joint Secretaries