

**Minutes of the Meeting of
Shropshire and Wrekin Fire and Rescue Authority
Brigade Managers' Employment Panel
held at Service Headquarters, Shrewsbury
on Tuesday, 1 August 2017 at 12.30 pm**

Present

Members

Councillors Adams, Carter (Chair), Hartin, Pardy and Roberts (Vice-Chair)

Officers

Rod Hammerton	Chief Fire Officer	CFO
Louise McKenzie	Assistant Chief Fire Officer	ACFO
Rosemary Hinchliffe	Executive Support Officer	ESO

1 Apologies for Absence

Apologies for absence had been received from Councillors Jones and Minnery.

2 Disclosable Pecuniary Interests

The Chair reminded Members that they must not participate in the discussion or voting on any matter, in which they had a Disclosable Pecuniary Interest, and that they should leave the room prior to the commencement of the debate on that matter.

Cllr Pardy declared that his son was employed as a firefighter by the Service. No other Pecuniary Interests were declared.

3 Minutes

Members received the minutes of the Brigade Managers' Employment Panel meeting, held on 15 June 2016.

Resolved that the Panel agree the minutes of the Brigade Managers' Employment Panel meeting, held on 15 June 2016, and that they be signed by the Chair as a correct record.

4 Exclusion of Press and Public

Resolved that, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting room for the following item on the grounds that it involved the likely disclosure of exempt information, as defined by the provisions of Part I of Schedule 12(A) to the Act, by virtue of Paragraphs 1, 2 and 3.

5 Assistant Chief Fire Officer Recruitment (Paragraphs 1, 2 and 3)

This report proposed a process for the Brigade Managers' Employment Panel (the Panel) to recruit a new Assistant Chief Fire Officer, following the resignation of the current postholder. The report also provided an opportunity to review and amend the job description for the role.

Resolved that the Panel

- a) Agree the recruitment process for the appointment of an Assistant Chief Fire Officer;
- b) Agree to the appointment of an external advisor to support the process;
- c) Following completion of that process, report back to the Fire Authority with recommendations for appointment; and
- d) Review and amend, if necessary, the job description for the Assistant Chief Fire Officer.

The meeting closed at 1 01 pm.

Chair.....

Date.....