

**Non-Exempt Minutes of the Meeting of
Shropshire and Wrekin Fire Authority
Brigade Managers' Employment Panel**
held in the Oak Room, Brigade Headquarters, Shrewsbury
on Wednesday, 31 October 2012 at 1.30 pm

Present

Members

Councillors Adams, Mrs Barrow, Minnery (Chair), Miss Reynolds and West

Officers

Chief Fire Officer (from item 7), Deputy Chief Fire Officer, Assistant Chief Fire Officer (Human Resources), Treasurer and Corporate Services Manager

1 Election of Chair

It was proposed by Councillor Mrs Barrow and seconded by Councillor West that Councillor Minnery be elected Chair of the Brigade Managers' Employment Panel.

There being no other nominations, on a vote it was

Resolved that Councillor Minnery be elected Chair to hold office for the ensuing year

2 Apologies for Absence

Apologies for absence had been received from Councillor Thompson.

The Chair welcomed Councillor Miss Reynolds to her first meeting of the Panel.

3 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 should leave the room prior to the commencement of the debate.

There were no Disclosable Pecuniary Interests.

4 Minutes

Members received the minutes of the Brigade Managers' Employment Panel meeting, held on 27 April 2011.

It was proposed by Councillor West, seconded by Councillor Mrs Barrow and

Resolved that Members agree the minutes of the Brigade Managers' Employment Panel meeting, held on 27 April 2011, and that they be signed as a correct record

5 Local Government Act 1972

It was proposed by the Chair, seconded by Councillor West and

Resolved that, under the Local Government Act 1972, the public and press be excluded from the meeting room for the following agenda items on the grounds that they involved the likely disclosure of exempt information, as defined by the provisions of Part I of Schedule 12A to the Act, by virtue of paragraphs 1, 2 and 3

6 Brigade Managers' Pay Review

Members received a report, which offered proposals from Brigade Managers to the Fire Authority within the second stage of the nationally recommended two-stage process, which is the annual review undertaken by the Fire Authority.

The Deputy Chief Fire Officer presented the report and Members were given the opportunity to ask questions about it.

At this point, prior to the Panel's deliberation of the recommendations contained in the report, all officers with the exception of the Treasurer and Corporate Services Manager left the room.

Once the Panel had considered the recommendations, it was proposed by Councillor West, seconded by the Chair and

Resolved that the Panel agree the recommendations put forward in the report

At this point Chief Fire Officer Paul Raymond joined the meeting and Assistant Chief Fire Officer (Human Resources) Louise McKenzie returned.

7 Recruitment Planning

Members received a report, which provided information to enable the Panel to commence the recruitment planning process in order to put forward recommendations and a plan of action in this respect to the Fire Authority at its December meeting.

Resolved that the report and the additional information provided by the Assistant Chief Fire Officer be noted

8 Agreement of Recommendations to be Made to the Fire Authority

Members were asked to consider and agree the recommendations to be put forward by the Panel to the Fire Authority at its December meeting.

Resolved that the recommendations to be put forward by the Panel to the Fire Authority at its December meeting be agreed

9 Next Steps

Members were asked to consider and agree the steps required to move the recruitment planning process forward.

The Assistant Chief Fire Officer undertook to prepare a report for the December meeting of the Fire Authority, setting out all of the recommendations agreed by the Panel.

The Corporate Services Manager was tasked with arranging meetings of the Panel in order to progress the recruitment process.

At the request of the Panel the Chief Fire Officer agreed to write a press statement for release after the December meeting of the Fire Authority.

The meeting closed at 2.45 pm.

Chair.....

Date.....