

## Summary of Outcomes from the Brigade Managers' Employment Panel

### Report of the Chief Fire Officer

For further information about this report please contact Alan Taylor, Chief Fire Officer, on 01743 260225 or Louise McKenzie, Assistant Chief Officer, on 01743 260205.

#### 1 Purpose of Report

This report summarises the outcomes of the recent meeting of the Brigade Managers' Employment Panel (the Panel).

#### 2 Recommendations

The Fire Authority is asked to note the report.

#### 3 ACAS Pay Negotiation Model Update

The Panel received an update from the Treasurer to explain that he and the Chair had met with a representative from ACAS (the Advisory, Conciliation and Arbitration Service) to discuss the work required to provide a mechanism for pay negotiation for Brigade Managers. ACAS agreed to undertake the work and the Treasurer has received and accepted their terms of business. He is currently awaiting receipt of their report, which will be considered by at a future meeting of the Panel.

#### 4 Chief Fire Officer Recruitment

At its meeting on 11 February 2009 the Fire Authority granted permission for the existing Chief Fire Officer to retire. It also agreed to schedule a meeting of the Panel to plan the recruitment process. Subsequently, the Chair and Vice Chair of the Authority were formally asked to delegate authority for the planning and execution of the recruitment process to the BMEP. This was agreed on 25 February 2009 and since then recruitment support has been sourced and the process has commenced, as described below.

## **Recruitment Process**

On 12 March 2009 the Chair agreed to the recommendation of the Assistant Chief Officer that MPCG be appointed to provide recruitment support to the Fire Authority. MPCG met with Members on 20 March 2009 and agreed the advertisement and advertising mechanism as well as the outline process to be followed. MPCG also spent time with three groups of staff on 2 April 2009, talking about their experiences and opinions of our Service to ensure they had a good understanding of our culture before they began to see candidates.

The key activities/dates for the process are:

- The advertisement for the position was placed through the Chief Fire Officers' Association in the week commencing 23 March 2009.
- The closing date for applications was 7 April 2009 (subsequently put back to 14 April 2009).
- A meeting to discuss the 'long' shortlist was held on 15 April 2009.
- A meeting to discuss the final shortlist will be held at 11.30 am on 30 April 2009.
- A social evening with candidates, the Panel and Brigade Managers is to be arranged for 19 May 2009.
- Final interviews are to be held on 20 May 2009 from approximately 9.30 am at Brigade Headquarters.
- An Extraordinary Meeting of the Fire Authority will be held on 22 May 2009 at 2.00 pm to agree the appointment of the successful candidate.

A further report detailing the assessment process will be brought to the Extraordinary Meeting of the Fire Authority on 22 May 2009.

## **5 Financial Implications**

There are no financial implications arising from this report outside of those already agreed by the Authority to retain ACAS to complete the pay negotiation model and MPCG to support the recruitment of the Chief Fire Officer.

## **6 Legal Comment**

There are no direct legal implications arising from this report but regard should be given to the constitutional requirements for holding an extraordinary meeting of the Fire Authority.

## **7 Equality Impact Assessment**

An equality impact assessment has not been completed, as this report summarises actions taken or planned to complete activity specified by the Authority. The recruitment activity referred to is in accordance with standard recruitment practice and the proposed pay model will itself be subjected to an equality impact assessment when it is received.

## 8 Appendices

There are no appendices attached to this report.

## 9 Background Papers

There are no background papers associated with this report.

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk), the implications are detailed within the report itself.

|  |   |   |   |
|--|---|---|---|
| Balanced Score Card  |   | Integrated Risk Management Planning     |   |
| Business Continuity Planning   |   | Legal                                   | * |
| Capacity   | * | Member Involvement                      | * |
| Civil Contingencies Act  |   | National Framework                      |   |
| Comprehensive Performance Assessment                                 |   | Operational Assurance                   |   |
| Efficiency Savings   |   | Retained                                |   |
| Environmental  |   | Risk and Insurance                      |   |
| Financial  | * | Staff                                   | * |
| Fire Control/Fire Link   |   | Strategic Planning                      | * |
| Information Communications and Technology                            |   | West Midlands Regional Management Board |   |
| Freedom of Information / Data Protection / Environmental Information |   | Equality Impact Assessment              | * |