

**Minutes of the Meeting of  
Shropshire and Wrekin Fire and Rescue Authority  
Brigade Managers' Employment Panel  
held via Microsoft Teams  
on Wednesday, 15 July 2020 at 3.30 pm**

**Present**

**Members**

Councillors Adams, Carter, Dee, Hartin, Pardy and Sahota

**Officers**

Dave Myers	Deputy Chief Fire Officer	DCFO
Germaine Worker	Head of Human Resources and Administration	HHRA
Lynn Ince	Executive Support Officer	ESO

**1 Apologies for Absence**

Councillor Minnery

**2 Disclosable Pecuniary Interests**

None

**3 Non-exempt Minutes**

**Resolved** that the non-exempt minutes of the Brigade Managers' Employment Panel meeting, held on 23 January 2020, be agreed and signed by the Chair as a correct record.

**4 Exclusion of Press and Public**

**Resolved** that the Committee being satisfied in all the circumstances of the case that the public interest in maintaining the exemption outweighs the public interest in disclosing this information, formally resolve that the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information, as defined in Paragraph 4 of Schedule 12A to the Local Government Act 1972.

**5 Exempt Minutes (Paragraphs 1, 2 and 3)**

**Resolved** that the exempt minutes of the Brigade Managers' Employment Panel meeting, held on 23 January 2020, be agreed and signed by the Chair as a correct record.

## **6 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 two new Assistant Chief Fire Officers (ACFO), following the retirement of one of the postholders and pending the retirement of another. The report also provided an opportunity to review and amend the job description for this role.

**Resolved unanimously** that the Panel

- a) Agree the recruitment process for the appointment of two Assistant Chief Fire Officers;
- b) Following completion of that process, report back to the Fire Authority with recommendations for appointment; and
- c) Review and amend, if necessary, the job descriptions for the Assistant Chief Fire Officers.

The meeting closed at 4.00 pm

**Chair**.....

**Date**.....