

**Non-Exempt Minutes of the Meeting of  
Shropshire and Wrekin Fire and Rescue Authority  
Brigade Managers' Employment Panel  
held in the Sycamore Room, Headquarters, Shrewsbury  
on Thursday, 23 January 2020 at 10.00 am**

**Present**

**Members**

Councillors Adams, Carter, Hartin, Minnery and Sahota

**Officers**

Rod Hammerton	Chief Fire Officer	CFO
Germaine Worker	Head of Human Resources and Administration	HHRA
Lynn Ince	Executive Support Officer	ESO

**1 Election of Chair**

It was proposed by Councillor Hartin and seconded by Councillor Minnery

That Councillor Carter be elected Chair of the Brigade Managers' Employment Panel to hold office until the Fire Authority's Annual Meeting in June 2020.

There being no other nominations, Councillor Carter was duly elected Chair.

**2 Appointment of Vice-Chair**

It was proposed by Councillor Sahota and seconded by Councillor Minnery

That Councillor Hartin be appointed Vice-Chair of the Brigade Managers' Employment Panel to hold office until the Fire Authority's Annual Meeting in June 2020.

There being no other nominations, Councillor Hartin was duly appointed as Vice-Chair.

**3 Apologies for Absence**

Councillors Dee and Pardy

**4 Disclosable Pecuniary Interests**

None

## 5 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 items on the grounds that they 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.

## 6 Deputy Chief Fire Officer Recruitment (Paragraph 1, 2 and 3)

This report proposed a process for the Brigade Managers' Employment Panel (the Panel) to recruit a new Deputy Chief Fire Officer (DCFO), following the retirement of the current postholder. 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 a Deputy 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) Agree the job description for the Deputy Chief Fire Officer, as attached to the report.

The meeting closed at 10.45 am

**Chair**.....

**Date**.....