

## **EAST SUSSEX FIRE AUTHORITY**

**Minutes of the meeting of the PRINCIPAL OFFICER APPOINTMENTS PANEL held at East Sussex Fire & Rescue Service Headquarters, Upperton Road, Eastbourne at 11:10 hours on Thursday 15 September 2016.**

**Members Present:** Councillors Barnes, Howson, Lambert, Peltzer Dunn (substitute for Councillor Theobald) and Scott.

**Also present:** Mr. G. Walsh – Chief Fire Officer; Mr. D. Savage – Treasurer, Ms. L. Woodley – Deputy Monitoring Officer, Mrs. V. Chart – Assistant Director – HR & Organisational Development, and Mrs. K. Ward – Clerk.

### **1. DISCLOSABLE PECUNIARY INTERESTS**

1.1 It was noted that, in relation to matters on the agenda, no participating Member had any disclosable pecuniary interest under Section 30 of the Localism Act 2011.

### **2. ELECTION OF CHAIRMAN**

2.1 **RESOLVED** – That Councillor Lambert be appointed Chairman of the Panel for the ensuing year.

### **3. APOLOGIES FOR ABSENCE**

3.1 Apologies were received from Councillors Howson and Theobald.

### **4. ANY OTHER NON-EXEMPT ITEMS CONSIDERED URGENT BY THE CHAIRMAN**

4.1 There were none.

### **5. NON-CONFIDENTIAL MINUTES OF THE MEETING HELD ON 29 MARCH 2016**

5.1 **RESOLVED** – That the non-confidential Minutes of the meeting held on 29 March 2016 be approved and signed by the Chairman. (Copy in Minute Book).

### **6. MATTERS RELATED TO PRINCIPAL OFFICERS' PAY AND TERMS & CONDITIONS OF EMPLOYMENT**

6.1 Members considered a report of the Treasurer and Deputy Monitoring Officer which sought the Panel's agreement to an independent review of Pay and Terms & Conditions of Employment for Principal Officers. (Copy in Minute Book).

6.2 Brigade Managers within East Sussex Fire & Rescue Service were employed under National terms and conditions as set out under the NJC Constitutions and Scheme of Conditions of Service. This was referred to as the Gold Book which set out a twin track approach for determining level of pay for Brigade Managers.

- 6.3 Members were advised that at a National level, the NJC reviewed the pay annually and the Fire Service were notified of any increase for implementation. All other decisions about level of pay and remuneration would be taken by the Service who were expected to carry out a periodic review to review salary levels.
- 6.4 It was noted that that there had been no national pay increase between the periods 2010 and 2014 and there had been no local review of the Pay and Terms & Conditions of Employment of the Brigade Managers roles within East Sussex Fire & Rescue Service since 2009/10. The review conducted at that time, recommended that subsequent reviews should take place every 3 years.
- 6.5 Members were asked to commission a review of Brigade Managers' pay and terms and conditions of employment. To ensure no conflict of interest, an independent and suitably experienced organisation would carry out the review, to include objective benchmarking of pay against other fire and rescue services and other appropriate public bodies. The Assistant Director Resources / Treasurer, the Monitoring Officer and the Assistant Director Human Resources and Organisational Development would oversee the project.
- 6.6 A scoping document for the review was tabled and Members were given time to read the proposed way forward.
- 6.7 Councillor Peltzer Dunn raised an issue with scoping document which stated that the outcomes of the review would need to be affordable. He felt the evaluation should be carried out on its own merits and that any budgetary constraints and limits would then be put in place by the Fire Authority based on the outcomes.
- 6.8 Councillor Barnes agreed with Councillor Peltzer Dunn and suggested the review should be carried out in two phases, phase one to see what raw data comes out of the review of other Services / organisations and a second review to apply the results to East Sussex and ascertain whether those results were affordable. Councillor Barnes stressed the importance of scrutinising the results to make sure that the outcomes were objective and publically acceptable.
- 6.9 The Treasurer proposed an amendment to the wording of the Scoping document which Members agreed and which is attached to the Minutes as Appendix A.
- 6.10 **RESOLVED** – that subject to the agreed alteration and wider post review, the Panel approve the review of PO pay and Terms & Conditions of Employment to be undertaken by a suitably experienced independent organisation.

7. **EXCLUSION OF PRESS AND PUBLIC**

- 7.1 **RESOLVED** – That items 8, 9 and 10 be exempt under paragraphs 1, 3 and 4 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 and accordingly is not open for public inspection on the grounds that it includes information relating to an individual, information relating to the financial or business affairs of any particular person (including the authority holding that information) and information relating to any consultation or negotiation, or contemplated consultation or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

The meeting concluded at 11.53 hours.

Signed

Dated this    day of

2016