



# Minutes

## Executive Committee

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Date: 20 April 2015

Time: 9.30. a.m.

Venue: Oakroyd Hall, Fire and Rescue Service Headquarters, Birkenshaw

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Present: Councillor J Hughes (in the chair), T Austin, P Harrand, B Smith (as substitute for Councillor J Dodds) and C Townsley

In Attendance: None

Apologies: Councillor J Dodds

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### **41 Minutes of the meeting held on 10 April 2015**

#### **RESOLVED**

That the Minutes of the last meeting held on 10 April 2015 be signed by the Chair as a correct record.

### **42 Urgent items**

None.

### **43 Admission of the public**

#### **RESOLVED**

That the public and press be excluded from the meeting during consideration of the item of business specified below as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item, there would be disclosure to them of exempt information of the description specified;

AGENDA ITEM NO..	TITLE OF REPORT	MINUTE NUMBER	Description of exempt information by reference to the paragraph number(s) in Schedule 12A
E5	Fundamental Review – Management Board	45	Paragraph 1 – relating to an individual

#### **44 Declarations of interest**

There were no declarations of disclosable pecuniary interest made in any matter under discussion at the meeting.

#### **45 Fundamental Review – Management Board**

(This item was considered as exempt information under Schedule 12A (1) of the Local Government Act 1972 – information relating to an individual)

Consideration was given to a report of the Chief Executive and Chief Fire Officer which sought to advise Members of a number of options with regard to the structure and composition of the Management Board.

The report was submitted at the end of a process which had commenced in 2012 (following the completion of the Fundamental Review of Green Book employees) since which time, a number of briefings and meetings had been held for members of the Executive Committee specifically to consider a number of options for a Management Board restructure.

The final proposals in the report now submitted would support current organisational arrangements as well as future-proofing the Brigade to ensure that it remained fit for purpose and would take effect from 1 January 2016 following the retirements of the current Chief Executive / Chief Fire Officer and the Deputy Chief Fire Officer / Director of Strategic Development.

Members were advised that the proposal would reduce the current cost of senior management by an additional £42,000 in a full year which represented a 16.7% reduction over 2011 – 12 senior management costs.

#### **RESOLVED**

That the Full Authority be recommended to approve;

- a) the continuation of a combined function role for the Chief Executive and Chief Fire Officer to have operational capability and on-call liability;
- b) an amendment to the Management Board structure with the reduction of one Assistant Chief Officer post and the creation of a new, non-operational, Chief Officer post (Chief Employment Services Officer);
- c) That the existing post of Director of Service Delivery be amended to undertake a combined role with that of Deputy Chief Fire Officer;
- d) That c) above be implemented with effect from the departure of the current Deputy Chief Fire Officer at the end of his current contract on 31 December 2015 and be conditioned to the salary / grade of the current Deputy Chief Fire Officer with effect from 1 January 2016;

- e) That the job description for the Director of Service Support be amended by the removal of responsibility for employee service matters;
- f) That the new post of Chief Employment Services Officer take effect on 1 January 2016 and be responsible for employee service matters at a salary of £72-75,000 p.a.;
- g) That the outline job descriptions and (revised) roles for the following posts be approved subject to some textual amendment;

Chief Fire Officer / Chief Executive  
Deputy Chief Fire Officer / Director of Service Delivery  
Director of Service Support  
Chief Employment Services Officer, and

- h) That approval be given to the advertisements, as amended, for open recruitment to the posts of Chief Executive / Chief Fire Officer and Chief Employment Services Officer together with an outline timetable as detailed in the report.

Chair