



Minutes

Members present:

Mr D.W. Prodger MBE (Chairman), Brig. P. Jones CBE (Vice-Chairman), Mrs L. Duffy
Mr T. Spencer, Mr J. Thomas, Mr R Udall

1. Apologies for Absence

Apologies were noted from:

Mr T. Bean, Mr J. Champion, and Mr A. Hardman.

2. Declaration of Interests (if any)

The Chairman invited Members to declare any personal or prejudicial interests against any of the Agenda items. No interests were declared.

3. Confirmation of Minutes

RESOLVED that the Minutes of the meeting of the Appointments Committee held on 8 July 2010 be confirmed as a correct record and signed by the Chairman.

4. Exclusion of Public and Press

In the opinion of the Clerk to the Authority, agenda item 5 (Appointment of a Clerk/Monitoring Officer and a Treasurer) was likely to disclose information relating to an individual. It was therefore recommended that the meeting should not be open to the public and press at the time that item 5 was considered.

RESOLVED that the public and the press be excluded from the meeting during consideration of item 5, Appointment of a Clerk/Monitoring Officer and a Treasurer.

5. Appointment of a Clerk/Monitoring Officer and a Treasurer

The Chief Fire Officer explained that he sought to incorporate the role of the Authority's Treasurer within the remit of the Service's Director of Finance and Assets. The Chief Fire Officer also stated that as the Service did not currently employ a suitably qualified individual to undertake the role of Clerk/Monitoring Officer that he was also seeking the Committee's approval to advertise for a permanent Clerk/Monitoring Officer. These two appointments would facilitate the implementation of the Audit Commission's recommendation that the Authority should have a

Clerk/Monitoring Officer and Treasurer who were not remote to the operations of the Authority. It was noted that should the Authority approve the appointment of the Director of Finance and Assets as Treasurer, that it was proposed to pay an annual honorarium of £3,000 above the current salary, which would create a small saving on the historical budget and a larger saving on the current interim arrangements.

Members firstly considered the qualifications and attributes of the Service's Director of Finance and Assets in relation to the role of Treasurer to the Authority.

RESOLVED that the Authority be recommended to appoint Mr Martin Reohorn as Treasurer to the Authority and for this role to be incorporated into his existing role as Director of Finance and Assets.

Members then considered the proposal to recruit a directly employed Clerk/Monitoring Officer. The Chief Fire Officer explained that the role and functions of a Clerk/Monitoring Officer should occupy one day per week to carry out normal Authority business. Although it was not a requirement for the post holder to possess a legal qualification, it was recommended that this should be a prerequisite to enable the post holder to also carry out other aspects of legal work on a part time basis.

The Chief Fire Officer confirmed that the Appointments Committee would be involved in the selection and appointment process.

RESOLVED that:

- i) the Chief Fire Officer commence an appointment process to recruit a directly employed Clerk/Monitoring Officer who is an experienced and qualified Local Authority Lawyer; and***
- ii) the job description, person specification, advertisement and method of recruitment be delegated to and agreed by the Chief Fire Officer and Chairman of the Fire and Rescue Authority.***

The meeting concluded at 2.02 pm.

Signed: _____
Chairman.

Date: _____