



HEREFORD & WORCESTER Fire and Rescue Authority

Appointments Committee

AGENDA

Thursday 29 April 2010
12pm

The Council Chamber
The Guildhall
High Street
Worcester



Awarded for excellence

Agenda

Committee Members

Brigadier P Jones (Chair), Mrs P Andrews, Mr T Bean, Mr S Clee, Mrs M Drinkwater, Mrs L Duffy, Mr J Goodwin, Mr D Greenow, Mr D Prodger, Mr R Udall, Mr G Yarranton.

	Pages
1. Apologies for Absence	
To receive any apologies for absence.	
2. Named Substitutes	
To receive details of any Member of the Authority nominated to attend the meeting in place of a Member of the Committee.	
3. Declaration of Interests (if any)	
The Members' Code of Conduct requires Councillors to declare any interests against an Agenda item, the nature of an interest and whether the interest is personal or prejudicial. If a Councillor has a personal interest, they must declare it but can stay, take part and vote in the meeting. If a Councillor has a prejudicial interest then they must declare what that interest is and leave the meeting room for the duration of the item.	
This item allows the Chairman to invite any Councillor to declare an interest in any of the items on this Agenda.	
4. Confirmation of Minutes	
To confirm the minutes of the Appointments Committee Meeting held on 1 February 2010 and the outcome of the Appointments Committee selection processes held on 11 and 12 February 2010(copy attached).	
5. Exclusion of Public and Press	
In the opinion of the Clerk to the Authority, the meeting will not be, or is likely not to be, open to the public and press at the time item 6 of business are considered, for the reasons stated:	
(a) Information relating to the financial or business affairs of any particular person (including the authority holding that information).	
(b) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.	
6. Terms and Conditions of Employment	

Appointments Committee

1 February 2010

Headquarters, 2 Kings Court, Charles Hastings Way,
Worcester WR5 1JR

Present: Brigadier P Jones CBE (Chair), Mrs P A Andrews,
Mr J H R Goodwin, Mr D Greenow, Mr T J Bean, Mr S J Clee ,
Mrs M L Drinkwater, Mr D W Prodger MBE, Mr R M Udall,
Mr G C Yarranton.

**Also
Attended:**

1. Apologies for Absence

Cllr L. Duffy

2. Named Substitutes

Cllr K. Taylor

3. Declaration of Interests

None

4. Exclusion of Public and Press

The Clerk to the Authority recommended that the public and press be excluded from the meeting during the consideration of item number 5: *“Confirmation of Minutes of the Appointments Committee Meeting held on 3 December 2009”* and item number 6: *“Appointment of Chief Fire Officer / Chief Executive”* on the grounds that if they were present during such consideration it was likely that there would be disclosure to them of exempt information as defined in Section 100 (I) and Schedule 12A of the Local Government Act 1972 i.e. it was likely that information relating to any individual would be disclosed and the public interest in maintaining the exemption outweighed the public interest in disclosure.

RESOLVED that the public and the press be excluded from the Meeting for the consideration by the Committee of Item number 5: *“Confirmation of Minutes of the Appointments Committee Meeting held on 3 December 2009”* and item number 6: *“Appointment of Chief Fire Officer / Chief Executive”*

5. Confirmation of Minutes

RESOLVED that the Minutes of the meeting of the Appointments Committee held on 3 December 2009 be confirmed as a correct record and signed by the Chairman.

6. Appointment of Chief Fire Officer / Chief Executive

The Committee considered all six applications which had been received for the Post and agreed that five demonstrated that they met all the essential criteria for long-listing and were considered strong candidates.

The Committee felt that candidate number one had not demonstrated sufficient evidence of three vital essential criteria relating to the Knowledge required and should not be taken through to the next stage of the selection process.

The Committee agreed the remaining candidates to be taken through to the next stage of the selection process on 11 and 12 February 2010.

The meeting ended at 14.35

Signed:.....
Chairman

Date:.....

Appointments Committee

12 February 2010

**Headquarters, 2 Kings Court, Charles Hastings Way,
Worcester WR5 1JR**

Present: Brigadier P Jones CBE (Chair), Mrs P A Andrews, Mr T J Bean, Mr S J Clee, Mrs M L Drinkwater, Mr J H R Goodwin, Mr D Greenow, Mr D W Prodger MBE, Mr K. Taylor, Mr R M Udall, Mr G C Yarranton.

1. Apologies

Cllr L. Duffy (for whom Cllr K. Taylor substituted during the selection process).

2. Declaration of Interests

None.

3. Appointment of Chief Fire Officer / Chief Executive

Following notification from Paul Hayden, Chief Fire Officer/Chief Executive of his intention to retire from the Service on 12 May 2010, the Appointments Committee had undertaken a selection process for the Chief Fire Officer/Chief Executive.

Following agreement of the long list of candidates by the Committee on 1 February 2010, the selection process was undertaken over the 11 and 12 February 2010 by the Appointments Committee. This included an external stakeholder panel, a professional management panel, a simulated media interview and three Member sub-panels.

Following the selection process the Appointments Committee recommend to the Fire & Rescue Authority that Mr Mark Yates should be appointed as the most suitable candidate for the position of Chief Fire Officer/Chief Executive.