



**MINUTES OF THE BRIGADE MANAGERS PAY AND PERFORMANCE COMMITTEE held on 12<sup>th</sup> January 2016 at Fire Service HQ, Winsford**

**PRESENT:** Councillor J Joyce (Chair)  
Councillor S Edgar  
Councillor D Flude  
Councillor S Nelson  
Councillor B Rudd

**1 PROCEDURAL MATTERS**

**(A) Apologies for Absence**

Apologies were received from Councillors Daniels and Merry.

**(B) Declaration of Members Interests**

There were no declarations of interest.

**(C) Minutes of the previous meeting**

**RESOLVED:**

**That the minutes of the meeting of the Brigade Managers' Pay and Performance Committee, held on 30<sup>th</sup> September 2015, be confirmed as an accurate record.**

**2 RESOLVED:**

That under Section 100(A) (4) of the Local Government Act 1972, as amended by the Local Government (Access to Information) Order 2006, the press and public be excluded from the meeting for the item of business listed below on the grounds that it involves the likely disclosure of exempt information as defined in Schedule 12A to the Act in the paragraph indicated.

**Item 3**

2016 Principal Officer Remuneration Review

**Paragraph**

(1) Information relating to any individual

### 3 2016 Principal Officer Remuneration Review

#### **Revised Organisational Structure**

The Chief Fire Officer and Chief Executive made a presentation to Members which outlined his proposals and associated savings for a revised organisational structure. He provided an overview of the proposal for revised responsibilities and reporting arrangements for members of the Service Management Team as a consequence of the retirement of the Assistant Chief Fire Officer and disestablishment of the role.

Members endorsed the Chief Fire Officer and Chief Executive's proposals and retirement of the Assistant Chief Fire Officer. Following this presentation the Chief Fire Officer and Chief Executive left the meeting.

#### **HR Consultant's Report**

The HR consultant presented his report to Members which provided details of the process followed in the 2016 Brigade Manager remuneration review.

The HR consultant informed Members that there was a contractual requirement to review the remuneration arrangements of the Chief Executive/Head of Paid Service in the role of 'Chief Fire Officer' and its other Principal Officers (Brigade Managers) under the two track approach to pay and conditions, defined in paragraphs 10 and 11 of the '*NJC for Brigade Managers of Local Fire and Rescue Services; Constitution and Schemes and Conditions of Service*' (the Gold Book).

Members had previously agreed that remuneration levels of Brigade Managers should be reviewed annually to ensure that the packages reflected current market factors and were set at a fair and appropriate rate.

The HR consultant presented a series of datasets to Members at the meeting and also provided a detailed presentation in respect of the review which included details of background research regarding the remuneration packages of Principal Officers in the UK.

Members were also asked to consider the impact of the revised organisational structure on remuneration packages for those officers who would be allocated additional responsibilities as a consequence of the disestablishment of the Assistant Chief Fire Officer's post.

#### **RESOLVED: THAT**

**[1] as the number of Principal Officers reduces from 3 to 2, an increase in base salary of 2% is to be applied to the remaining Principal Officers on the PO rota from 1<sup>st</sup> March 2016;**

- [2] under the two track approach no local award be given to increase base salaries for 2016; and**
- [3] in recognition of additional duties, responsibilities and the continued high level of performance of the CFO, DCFO and ACFO during 2015, each is to be awarded a non-pensionable recognition payment equal to 2% of base salary.**