



North Yorkshire Fire and Rescue Authority

Appointments Committee

Meeting of the Appointments Committee to be held on Wednesday 29 August 2018 at 4.30pm at the Board Room, Coxwold House, Birch Way, Easingwold, YO61 3FB

Business

Public Items

1. **Minutes of the meeting held on 13 August 2018**
(Pages 5 to 7)
2. **Declarations of Interest**
3. **Exclusion of the Public** - The Committee is recommended to approve the following – That, in pursuance of Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of item 5 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation) Order 2006.
4. **Question or Statements from Members of the Public.** *(Members of the public may ask questions or make statements at this meeting subject to the provisions of Standing Order 6, which include the requirement to deliver notice (to include the text of the question/statement) in writing or by email to Ruth Gladstone (contact details at the foot of the first page of this Agenda) by midday on Thursday 23 August 2018.)*

Private Item

5. **Vacancy for Interim Deputy Chief Fire Officer** – Joint report of the Interim Chief Fire Officer/Chief Executive and the Legal Adviser, Monitoring Officer and Secretary to North Yorkshire Fire and Rescue Authority

(Not yet available. This report will be forwarded, when available, to Appointments Committee Members, Cllr Danny Myers (Substitute) and the Police and Crime Commissioner only)

Barry Khan
Secretary to the North Yorkshire Fire and Rescue Authority

County Hall
Northallerton

20 August 2018

Notes:

(a) Emergency Procedures for Meetings

On hearing the fire alarm, you should leave the building by the nearest safe fire exit. Persons should not re-enter the building until authorised to do so by the Fire and Rescue Service.

(b) Audio/Visual Recording and Photography at Meetings

Recording is allowed at Authority, committee and sub-committee meetings which are open to the public. Please give due regard to the Authority's protocol on audio/visual recording and photography at public meetings, a copy of which is available from Ruth Gladstone whose contact details are at the foot of the first page of the Agenda. Anyone wishing to record is asked to contact Ruth Gladstone prior to the start of the meeting. We ask that any recording is clearly visible to anyone at the meeting and that it is non-disruptive.

NORTH YORKSHIRE FIRE AND RESCUE AUTHORITY

APPOINTMENTS COMMITTEE

1. Membership:

Name	NYFRA Political Group	Constituent Council
1. Aspden, Keith	Lib Dem	CYC
2. Backhouse, Andrew	Con	NYCC
3. Blades, David	Con	NYCC
4. Randerson, Tony	Lab	NYCC
5. Richardson, Tony	Con	CYC

Note relating to the meeting to be held on 29 August 2018:- City Councillor Danny Myers will be attending this meeting as Substitute for County Councillor Tony Randerson

2. Substitute Membership: see overleaf

Political Composition:	Conservative	3
	Labour	1
	Lib Dem	1
	Members not in a NYFRA Political Group	<u>0</u>
	Total	<u>5</u>

Quorum: 3. If it is not possible for any Authority Member from a constituent Council to be present at a meeting of a Committee or Sub-Committee, any Authority Member from that Council may request that particular business is not considered at that meeting. Such requests must be made to the Secretary to the Authority by no later than midday on the working day prior to the meeting. Where such a request is received, the business will not be considered until a Member from that constituent Council can be present. (Standing Order 27(3))

2. Appointments Committee Substitute Members:

Conservative Group	Lib Dem Group
1. Swiers, Helen 2. Windass, Robert 3. Ireton, David	1. Webber, Geoff
Labour Group	
1. Myers, Danny	

Terms of Reference of the Appointments Committee

- (i) To exercise the functions set out in paragraphs (ii) – (v) below in respect of the Chief Fire Officer/Chief Executive and his/her Directors.
- (ii) To determine an appropriate recruitment package within existing policies as regards salary, benefits and removal expenses in respect of vacancies in the posts at (i).
- (iii) To appoint, as necessary, any recruitment consultants in respect of vacancies in the posts at (i).
- (iv) Where a vacancy occurs in a post to which (i) refers, to:-
 - (a) interview all applicants who meet the Personal Qualities and Attributes, and National Occupational Standards relevant to the post; or
 - (b) select a short-list of suitable applicants and interview those on that list; and (in either case)
 - (c) having carried out such interviews, either appoint one of the candidates to the vacancy, or decide not to appoint any of the candidates, but instead to take such further action in relation to the filling of the post as the Committee may determine.
- (v) To evaluate, from time to time, with the support of the Head of Human Resources as technical adviser, the terms and conditions of the posts to which (i) refers and make necessary changes to them.

North Yorkshire Fire and Rescue Authority

Appointments Committee

Minutes (*available for public inspection*) of the meeting held on 13 August 2018 at 1.25 pm at Coxwold House, Easingwold

Present:-

County Councillor Andrew Backhouse (in the Chair), City Councillor Keith Aspden, County Councillor David Blades and City Councillor Danny Myers (as Substitute for County Councillor Tony Randerson)

In Attendance:-

Julia Mulligan (Police and Crime Commissioner for North Yorkshire (PCC))

Apology for Absence:-

An apology for absence was received from City Councillor Tony Richardson

Copies of all documents considered are in the Minute Book

17. Minutes

Resolved -

That the Minutes of the meeting held on 18 May 2018, having been printed and circulated, be taken as read and be confirmed and signed by the Chairman as a correct record.

18. Declarations of Interest

There were no declarations of interest.

19. Exclusion of the Public

Resolved -

That, in pursuance of Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of item 5 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006.

20. Questions or Statements from Members of the Public

There were no questions or statements from members of the public.

The following item of business was considered in private and the public have no rights of access to the documents identified in Minute 21

21. Vacancy for Interim Chief Fire Officer/Chief Executive and Interim Deputy Chief Fire Officer

Considered –

The Committee considered a report of Barry Khan (Legal Adviser, Monitoring Officer and Secretary to the Authority) concerning the response to the request for internal applications for appointment as Interim Chief Fire Officer/Chief Executive to cover the period between the retirement of the existing Chief Fire Officer/Chief Executive and substantive arrangements being put in place by the PCC following the transfer of governance of North Yorkshire Fire and Rescue Service to the PCC.

Members discussed the terms and conditions, as set out in the report, for the post of Interim Chief Fire Officer/Chief Executive. The PCC asked for it to be recorded that she was not happy with the salary mentioned in the report because it was higher than she considered appropriate for the permanent role. She commented that she recognised, however, that salary levels for the permanent role will be considered after transfer.

There was one internal applicant for appointment as Interim Chief Fire Officer/Chief Executive. The Committee interviewed that applicant and rated the applicant's response to each question. It was subsequently:-

Resolved -

- (a) That the post of Interim Chief Fire Officer/Chief Executive be offered to Jez Rushworth, at the salary appropriate for Development Rate as specified in paragraph 4.2 of the report, for three months from 11 October 2018 and be extended or terminated on a month's notice until the Police and Crime Commission has implemented her new structure.**

Jez Rushworth was invited to return to the meeting room and the offer was put to him. Jez Rushworth accepted the offer and subsequently was invited to leave the room.

Considered –

It was noted that one internal application had been received for appointment as Interim Deputy Chief Fire Officer and subsequently that applicant had given notice of his intention to retire from North Yorkshire Fire and Rescue Service and that his last working day was likely to be early November 2018.

Nigel Hutchinson (existing Chief Fire Officer/Chief Executive) was invited into the meeting to discuss and answer questions from Members and the PCC regarding options for selection on an Interim Deputy Chief Fire Officer.

The Committee discussed the position of Deputy Chief Fire Officer, during which Members acknowledged that Jez Rushworth would require an Interim Deputy Chief Fire Officer. The PCC advised that her consultants were likely to produce their report on a substantive staffing structure in October 2018 and she aimed to commence recruitment to the substantive posts within the new structure from November 2018. Members recognised that that timescale provided only limited time for internal candidates to acquire experience at the level of Deputy Chief Fire Officer. Members therefore concluded that they wished a competitive process to be conducted for appointment as Deputy Chief Fire Officer on an interim basis for three months (each candidate's substantive post to remain the same) and that the interim position could be extended or terminated on a month's notice until the PCC had implemented her new structure. It was subsequently:-

Resolved –

- (b) That suitably qualified internal applications be invited for appointment as Deputy Chief Fire Officer on an interim basis for three months from 11 October 2018 (each candidate's substantive post to remain the same) and that the interim position be extended or terminated on a month's notice until the PCC has implemented her new structure.**
- (c) That the Interim Chief Fire Officer/Chief Executive be invited to clarify the skills he will need in a Deputy Chief Fire Officer to support him.**
- (d) That this Committee meet on Wednesday 29 August 2018 at 4.30pm at the Training Centre in Easingwold to interview candidates and make an appointment to the interim post to which part (b) of this Resolution refers and that the PCC be invited to attend.**

RAG/RAG