

INCLUDED AS BACKGROUND INFORMATION

CHESHIRE FIRE AUTHORITY

MEETING OF: GOVERNANCE AND CONSITUTION COMMITTEE
DATE: 11TH APRIL 2018
REPORT OF: DIRECTOR OF GOVERNANCE AND COMMISSIONING
AUTHOR: ANDREW LEADBETTER

SUBJECT: REVIEW OF ARRANGEMENTS FOR BRIGADE
MANAGERS' PAY AND PERFORMANCE
COMMITTEE AND STAFFING COMMITTEE

Purpose of Report

1. To allow Members to consider and agree the responsibilities of Brigade Managers' Pay and Performance Committee (BMPPC) and Staffing Committee.

Recommended: That Members

- [1] agree updated responsibilities for Brigade Mangers' Pay and Performance Committee and Staffing Committee and recommend them to the Fire Authority; and
- [2] authorise the Director of Governance and Commissioning to make the amendments to the Constitution as are necessary to bring any changes into effect if/when agreed by the Fire Authority.

Background

2. Members may recall that the Authority has only had a Staffing Committee for the last four years. This was created originally as a sub-committee of the BMPPC but more recently became a committee in its own right.
3. With the increased complexity of and greater focus on staffing matters it seemed sensible to carry out a review of the arrangements for the BMPPC and Staffing Committee to ensure that they were adequate and appropriate.

Information

BMPPC

4. The proposed responsibilities of the BMPPC are attached to the report as Appendix 1. The existing responsibilities are also included for comparison.
5. The existing responsibilities have only required minor updating. However, the language has been updated and simplified considerably. The BMPPC is clearly focused on matters concerned with the Brigade Managers (Chief Fire Officer and Chief Executive and Deputy Chief Fire Officer).

6. The Committee will continue to be seven Members with a quorum of three.

Staffing Committee

7. The proposed responsibilities of Staffing Committee are attached to this report as Appendix 2. The existing responsibilities are also attached for comparison.
8. The responsibilities have been expanded, updated and simplified.
9. The Committee would be the same seven members of BMPPC again with a quorum of three (currently it is four members from BMPPC).

Financial Implications

10. There are no financial implications.

Legal Implications

11. It is important that the responsibilities of decision-making bodies are clear. They should be regularly reviewed in light of experience.

Equality and Diversity Implications

12. There are no equality and diversity implications.

Environmental Implications

13. There are no environmental implications.

CONTACT: JOANNE SMITH, FIRE SERVICE HQ, WINSFORD

TEL [01606] 868804

BACKGROUND PAPERS: NONE

Brigade Managers' Pay and Performance Committee

Proposed:

Responsibilities

- To appoint the Chief Fire Officer and Chief Executive and Deputy Chief Fire Officer.
- To appraise the Chief Fire Officer and Chief Executive.
- To determine the remuneration of the Chief Fire Officer and Chief Executive.
- To review the appraisal of the Deputy Chief Fire Officer.
- To determine the remuneration of the Deputy Chief Fire Officer.
- To determine HR/IR matters concerning/affecting the Chief Fire Officer and Chief Executive and Deputy Chief Fire Officer.

Current:

Responsibilities

- To appraise the Brigade Manager, Chief Fire Officer and Chief Executive.
- To review the pay of the Brigade Manager, Chief Fire Officer and Chief Executive (including any performance payment).
- To review the appraisal of the Deputy Chief Fire Officer as “grandparent manager” and review their pay (including any performance payment).
- To act as the employer for the local determination of any matters within the purview of the NJC for Brigade Managers of the Fire and Rescue Services Scheme of Conditions of Service (“the Gold Book”) and any local variations to those conditions.
- To act as the employer within the appointment process for any posts at Brigade Manager level within the Service.
- In matters of discipline, capability, or grievance in relation to the Brigade Managers, to act as the hearing committee within the relevant procedure and as the appeal committee in relation to Area Managers (all conditions of service).

Staffing Committee

Proposed:

Responsibilities

- To appoint Area Managers and roles of equivalent standing.
- To determine HR/IR matters (not delegated to officers or handled by JCC).
- To determine pension matters.
- To oversee key staff engagement and staff-related transformation activities.
- To oversee discipline, grievance, employment claims etc.
- To oversee relationships with representative bodies.
- To approve the re-engagement of staff who have been retired or made redundant (excluding on call).

Current:

Responsibilities

- To act as the employer within the appointments process for any posts at Area Manager level within the service (all conditions of service).
- To determine matters related to pensions where Members are required to make a decision.
- To determine matters referred to the Committee involving human resourcing (outside the remit of JCC).