



Agenda
for the Extraordinary Meeting
of the
Royal Berkshire Fire Authority

Tuesday, 5th April 2022

At

6.00pm

RBFRS Headquarters
Lynda Kenyon Suite
Newsham Court
Pincents Kiln
Calcot
Reading
Berkshire
RG31 7SD

For further information regarding this meeting, please contact:

Committee Team

0118 938 4611

E-Mail at committeeteam@rbfrs.co.uk

Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD



MEETING: Royal Berkshire Fire Authority Extraordinary Meeting

DATE AND TIME: Tuesday, 5th April, 2022 at 6.00pm

VENUE: Lynda Kenyon Suite
RBFRS Headquarters
Newsham Court
Pincents Kiln
Calcot
Reading, Berkshire RG31 7SD

S U M M O N S

You are hereby summoned to attend the meeting of the Royal Berkshire Fire Authority at the time, date and venue indicated above, when it is proposed to deal with the business set out in the enclosed Agenda.

A handwritten signature in black ink, appearing to read 'Graham Britten'.

GRAHAM BRITTEN
Monitoring Officer

To: Members of the Royal Berkshire Fire Authority:

Councillor Alison Swaddle	Councillor Jeff Brooks
Councillor Avtar Cheema	Councillor Christine Bateson
Councillor Harjinder Minhas	Councillor Colin Dudley
Councillor Dennis Benneyworth	Councillor Paul Gittings
Councillor Tricia Brown	Councillor Pauline Helliar-Symons
Councillor David Cannon	Councillor Tina McKenzie-Boyle
Councillor Tony Linden	Councillor Angus Ross
Councillor Jo Lovelock	Councillor Rachelle Shepherd- DuBey
Councillor Garth Simpson	Councillor Dexter Smith
Councillor Jane Stanford-Beale	Councillor Simon Werner

Copy to: Senior Leadership Team (SLT), Royal Berkshire Fire and Rescue Service

For further information regarding this meeting, please contact:

Committee Team
0118 938 4611

E-Mail at committeeteam@rbfrs.co.uk

Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading, Berkshire RG31 7SD



MEETING: Royal Berkshire Fire Authority Extraordinary Meeting

DATE AND TIME: Tuesday, 5th April 2022 at 6.00 pm

VENUE: Lynda Kenyon Suite
RBFRS Headquarters
Newsham Court
Pincents Kiln
Calcot
Reading, Berkshire RG31 7SD

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Purpose:

To receive declarations of interest from Councillors relating to items to be considered at the meeting, in accordance with the provisions of the Fire Authority's Local Code of Conduct, and any from Officers.

3. Petitions and Questions from the Public under Standing Orders 19 and 25

Purpose:

To receive any questions from members of the public, in accordance with Standing Orders 19 and 25.

4. Issues arising from the Audit and Governance Committee

Recommendation:

That it be noted that no reports have been referred by the Audit and Governance Committee.

5. Questions from Members under Standing Order 30

Purpose:

To receive any questions from Members under Standing Order 30.

6. Notices of Motion under Standing Order 44

Purpose:

To receive any notices of Motion under Standing Order 44.

7. Appointment Panel Recommendation - Assistant Chief Fire Officer / Director of Service Delivery (Pages 5 - 8)

Purpose:

To approve the appointment of Katie Mills, to the role of Assistant Chief Fire Officer / Director of Service Delivery from 6th April 2022, on the salary package outlined in the report.

8. Minutes of the Standing Committees

Recommendation:

To note that the minutes of the following meetings were published on RBFRS website <http://www.rbfrs.co.uk/about-us/fire-authority/fire-authority-meetings/>

9. Date of next meeting

Thursday 28 April 2022, 6.30pm at Royal Berkshire Fire and Rescue Service Headquarters, Newsham Court, Pincents Kiln, Calcot, Reading RG31 7SD.

ROYAL BERKSHIRE FIRE AUTHORITY REPORT



COMMITTEE	EXTRAORDINARY FIRE AUTHORITY
DATE OF MEETING	5 APRIL 2022
SUBJECT	APPOINTMENT PANEL RECOMMENDATION – ASSISTANT CHIEF FIRE OFFICER / DIRECTOR OF SERVICE DELIVERY
LEAD OFFICER	MARK ARKWELL , DEPUTY CHIEF FIRE OFFICER
LEAD MEMBER	COUNCILLOR COLIN DUDLEY
EXEMPT INFORMATION	NONE
ACTION	DECISION

1. EXECUTIVE SUMMARY

- 1.1 An extensive selection process has concluded to find the Service's next Assistant Chief Fire Officer (ACFO)/ Director of Service delivery.
- 1.2 Having attracted a high calibre field of candidates, from diverse backgrounds including both from within and outside of the fire and rescue sector, the appointment panel unanimously agreed to make a conditional offer, subject to Katie Mills, RBFRS' current Head of Corporate Services.
- 1.3 In line with the Fire Authority's Terms of Reference, there is a requirement to approve any proposed remuneration for any post in excess of £100,000 per year.
- 1.4 The recommendation, if ratified by the Fire Authority, will see Katie Mills appointed to the role of Assistant Chief Fire Officer/ Director of Service Delivery on 6th April 2022.

2. RECOMMENDATION

That the Fire Authority:

- 2.1 **APPROVE** the appointment of Katie Mills, to the role of Assistant Chief Fire Officer / Director of Service Delivery from 6th April 2022, on the salary package outlined in 3.5 and 3.6

Agenda Item 7

3. REPORT

- 3.1 Members will be aware that the previous Assistant Chief Fire Officer (ACFO) was appointed as the Deputy Chief Fire Officer (DCFO) on 7 January 2022.
- 3.2 A selection process for a new ACFO was subsequently undertaken in line with the agreed Senior Leadership Team (SLT) restructure and revised director roles, as approved by Management Committee in October 2021.
- 3.3 The role attracted ten full applications. This was shortlisted to six individuals including uniformed fire service officers, non-uniformed fire service staff and applicants from outside of the sector.
- 3.4 Following an extensive process a conditional offer was made to Katie Mills, RBFRS' current Head of Corporate Services, subject to ratification by the RBFA.
- 3.5 As the current salary range for the ACFO is £99,815 – £115,617, it is necessary for this to be approved by Royal Berkshire Fire Authority (RBFA).
- 3.6 In addition to the salary, the post may attract an 'essential user' car allowance of £2,000 per annum. There is no additional operational allowance.

4. CONTRIBUTION TO STRATEGIC COMMITMENTS

- 4.1 Commitment 5 – We will ensure that Royal Berkshire Fire and Rescue Service provides good value for money.
- 4.2 Commitment 6 – We will work with Central Government and key stakeholders in the interests of the people of Royal Berkshire.

5. FINANCIAL IMPLICATIONS

- 5.1 The recommendations contained within this report

6. LEGAL IMPLICATIONS

- 6.1 Paragraph 6.10 of the current Fire and Rescue National Framework for England states that: *'To ensure greater fairness and the exchange of talent and ideas, all principal fire officer posts must be open to competition nationally, and fire and rescue authorities must take account of this in their workforce planning.'*

The statutory guidance published under section 40 of the Localism Act 2011 *'Openness and accountability in local pay'* to which the Authority must have regard, states at paragraphs 13 and 14:

'13. [...] All decisions on pay and reward for chief officers must comply with the current pay policy statement.'

14. In addition, under these arrangements, full council, or a meeting of members should be offered the opportunity to vote before large salary packages are offered in respect of a new appointment. The Secretary of State considers that £100,000 is the right level for that threshold to be set.'

7. EQUALITY AND DIVERSITY IMPLICATIONS

7.1 There are no equality and diversity arising from this report. Principal fire officer posts are advertised nationally and subject to competition.

8. RISK IMPLICATIONS

8.1 There are no risk management issues arising from this report.

9. CONSISTENCY WITH DUTY TO COLLABORATE

9.1 N/A.

10. PRINCIPAL CONSULTATION

The following individuals have been consultation in preparation of this report.

- 10.1 Monitoring Officer
- 10.2 Head of Finance and Procurement
- 10.3 Chief Fire Officer
- 10.4 Deputy Chief Fire Officer

11. BACKGROUND PAPERS

- 11.1 Management Committee 12 October 2021 Minutes
- 11.2 Pay Policy Statement 2021/22
- 11.3 Management Committee Terms of Reference
- 11.4 Fire Authority Terms of Reference
- 11.5 [Fire and Rescue National Framework for England](#)
- 11.6 [Openness and Accountability in local pay](#)

12. APPENDICES

12.1 None.

13. CONTACT DETAILS

13.1 Mark Arkwell
Deputy Chief Fire Officer / Director of Operations
0118 938 4670

This page is intentionally left blank