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## AGENDA ITEM 2: MINUTES

**MINUTES OF A MEETING OF THE ROYAL BERKSHIRE FIRE AUTHORITY'S PERSONNEL COMMITTEE HELD AT BRIGADE HEADQUARTERS ON THURSDAY 5 AUGUST 1999 COMMENCING AT 6.00PM AND CONCLUDED AT 6.26PM**

**Present:** Mrs C Bateson, J C G Brooks, A B V P Hickley, B J S Patman

**Apologies:** D A Veakins

### 4.01/99 ELECTION OF CHAIRMAN

**RESOLVED:** That Councillor J C G Brooks be elected Chairman of the Personnel Committee for the ensuing year.

### 4.02/99 ELECTION OF VICE-CHAIRMAN

**RESOLVED:** That Councillor B J S Patman be elected Vice-Chairman of the Personnel Committee for the ensuing year.

### 4.03/99 MINUTES: 17 MAY 1999

The Minutes of the last meeting held on Monday 17 May 1999, having been previously circulated, were taken as read and signed by the Chairman as a correct record.

### 4.04/99 EXCLUSION OF THE PUBLIC

**RESOLVED:** That, under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraphs of Part I of Schedule 12A of the said Act as indicated:

	<b>Agenda Item</b>	<b>Paragraph</b>
5	Part II Minutes:- Monday 17 May 1999	1 & 11
6	Chief Fire Officer's Appraisal	1
7	Workshop Pay Review	1

*Note: The following is a summary of the Agenda items dealt with in Part II of the Personnel Committee meeting held on Thursday 5 August 1999.*

**4.05/99          PART II MINUTES:          17 MAY 1999**

The Part II Minutes of the meeting held on Monday 17 May 1999 were approved and signed by the Chairman as a correct record.

**4.06/99          CHIEF FIRE OFFICER'S APPRASIAL**

The Committee was advised of the Chief Fire Officer's (CFO) appraisal carried out by the Chairman and Vice-Chairman of the Authority on 18 June 1999 and resulting from this agreed to an increase in the CFO's salary backdated to 1 April 1999 together with a one-off payment to correct an anomaly in the effective date of the 1998 review.

**4.07/99          WORKSHOP PAY REVIEW**

The Committee was advised of the outcome of the 1999 Pay Review for the Brigade's Workshop personnel.



**CHAIRMAN**

1 - 9 - 99