

SIGNED COPY

AGENDA ITEM 2

MINUTES OF A MEETING OF THE PERSONNEL COMMITTEE HELD AT BRIGADE HEADQUARTERS, DEE ROAD, TILEHURST ON TUESDAY 18 AUGUST 1998 COMMENCING AT 6.45 PM AND CONCLUDED AT 7.20 PM

Present: J C G Brooks (Chairman), J J Connolly, A B V P Hickley, W H Onions, B J S Patman,

3.01/98 MINUTES – 9 JULY 1998

The minutes of the meeting of the Committee held on 9 July 1998 were taken as read and signed by the Chairman as a correct record.

3.02/98 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 indicated:

| | Agenda Item | Paragraph |
|---|---|------------------|
| 3 | Part II Minutes – 9 July 1998 | 11 |
| 4 | Retained Firefighter – Severance Arrangements | 1 |
| 5 | Pay and Reward Strategy | 11 |
| 6 | Firefighter - Paid Leave of Absence` | 1 |

The following are summaries of the matters dealt with in part II of the meeting:

3.03/98 PART II MINUTES – 9 JULY 1998

The part II minutes of the meeting of the Committee held on 9 July 1998 were taken as read and signed by the Chairman as a correct record.

3.04/98 RETAINED FIREFIGHTER – SEVERANCE ARRANGEMENTS

The Committee noted that the Clerk, acting under delegated powers, had reached agreement with a retained firefighter over the terms on which he was to leave the service

3.05/98 FIREFIGHTER - PAID LEAVE OF ABSENCE

The Committee agreed that paid leave of absence should be paid to a Firefighter to enable him to acclimatise for and participate in the 1998 Commonwealth Games as a member of the England athletics squad.

3.06/98 PAY AND REWARD STRATEGY

The Committee agreed:

- 1 That the future pay and reward strategy for senior staff and non-uniformed employees of the Authority should be as detailed in the report;
- 2 That the salary ranges for the Chief Fire Officer, Directors and specific employee groups should be as set out in Appendix 2;
- 3 That Hay Management Consultants should be appointed to deliver training in and external validation of the job evaluation methodology; and,
- 4 That a further report on performance management should be presented to the next meeting of the Committee.



CHAIRMAN

17 May 1998