

**Minutes of the Appointments, Standards and Appeals
Committee**

18 July 2023 at 10:00 hours
held at Fire Service Headquarters

Present: Councillor(s) Jalil (Chair), Brackenridge (Vice-Chair),
Hogarth, Waters, Mahmood

Officers: CFO Wayne Brown, Joanne Simmonds, Tom Embury,
Penny Watkins, and Kirsty Tuffin

6/23 To receive apologies for absence (if any)

Apologies were received from Councillor Miks, Councillor Bott
and Councillor Kettle, substituted by Councillor Waters.

7/23 Declarations of Interest

There were no declarations of interest received.

**8/23 Minutes of the Appointments, Standards and Appeals
Committee held on 19 April 2023**

Resolved:

1. That the minutes of the Appointments, Standards and
Appeals Committee held on 19 April 2023 be approved as
a correct record.

9/23 Exclusion of the Public and Press

Resolved:

1. That the public and press be excluded from the rest of the
meeting to avoid the possible disclosure of exempt
information under Schedule 12A to the Local Government
Act 1972, as amended by the Local Government (Access
to Information) (Variation) Order 2006, relating to an
individual.

10/23 **Interview Pack**

Joanne Simmonds, Workforce Planning and Resources Manager, provided an overview of the interview pack, as per the agenda pack. She advised the Committee that the findings from the selection process were included within the agenda pack. It was agreed that the interviews be brought forward subject to applicant approval.

Resolved:

1. That it be agreed that the interviews be brought forward subject to applicant approval.

11/23 **To interview for the post of Deputy and Assistant Chief Fire Officers(s) posts**

The first interview was conducted at 10:03am, with Applicant 1. Introductions were provided following by prepared questions from the panel. The interview concluded at 10:57am.

Members deliberated following the interview and evaluated the applicant's performance. It was agreed that the Committee take a short adjournment until 11:35am, proposed by the Chair and seconded by Councillor Brackenridge. The meeting re-convened at 11:35am following approval.

The second interview was conducted at 11:37am, with Applicant 2. Introductions were provided following by prepared questions from the panel. The interview concluded at 12:08pm.

Members deliberated following the interview and evaluated the Applicant's performance.

12/23 **Chair's Announcements**

Resolved:

1. That it be agreed that the Appointment, Standards and Appeals Committee adjourn until 13:15 pm. Proposed by the Chair, seconded by Councillor Brackenridge.

13/23 **To interview for the post of Deputy and Assistant Chief Fire Officers(s) posts**

The third interview was conducted at 13:18pm, with Applicant 3. Introductions were provided following by prepared questions from the panel. The interview concluded at 13:52pm.

Members deliberated following the interview and evaluated the Applicant's performance.

It was agreed that the Committee take a short adjournment prior to Applicant 4. Proposed by the Chair and seconded by Councillor Brackenridge. The meeting re-convened at 14:30pm following approval.

It was agreed that agenda item 10 be brought forward and deliberated on prior to agenda item 9. Proposed by the Chair and seconded by Councillor Brackenridge.

Resolved:

1. That it be agreed that the Committee take a short adjournment prior to applicant 4.
2. That it be agreed that agenda item 10 be brought forward and deliberated on prior to agenda item 9.

15/23 **To interview for the post of Deputy and Assistant Chief Fire Officers(s) posts**

The fourth interview was conducted at 14:32pm, with Applicant 4. Introductions were provided following by prepared questions from the panel. The interview concluded at 15:16pm.

Members deliberated following the interview and evaluated the Applicant's performance.

16/23 **Chair's Announcements**

Resolved:

1. That it be agreed that the provisional second date would no longer be required.

17/23 **Final Deliberations**

Final deliberations of all four applicants took place. Following scorings being submitted, it was agreed that a 10-minute comfort break be agreed. Proposed by the Chair and seconded by Councillor Mahmood. The meeting reconvened at 3:43pm, following approval.

Further deliberations took place on all four applicants. The Chief Fire Officer (CFO) thanked all officers involved in the process. It was agreed that Applicant 1 and Applicant 3 be appointed as the Assistant Chief Fire Officer posts. It was agreed that no appointment be made to the Deputy Chief Fire Officer position at this stage. The CFO would review his options on the post.

Resolved:

1. That it be agreed that Applicant 1 and Applicant 3 be appointed as the Assistant Chief Fire Officer posts.
2. That it be agreed that no appointment be made to the Deputy Chief Fire Officer position at this stage. The CFO would review his options on the post.

(Proceedings ended at 15:55pm hours)

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